

**CASUAL TRADER ON RUGELEY MARKET OR POW**

If you wish to trade at Rugeley Market OR POW Market you must complete this application form and hand it in to the Market Office with the original documents listed below:-

- Your current public liability insurance certificate/card (which must provide cover for a minimum £5 million)
- Proof of your identity – we will accept only your photo driving licence or current passport
- Proof of your address – we will accept a recent utility bill/and/or bank statement

*Title:	<input type="text"/>	*First Name:	<input type="text"/>
*Middle Name:	<input type="text"/>	*Surname:	<input type="text"/>
*Address:	<input type="text"/>		
*Post Code:	<input type="text"/>	*Tel No.	<input type="text"/>
*Date of Birth:	<input type="text"/>	*Mob. No:	<input type="text"/>
*National Insurance No:	<input type="text"/>	Email:	<input type="text"/>
*Type of goods to be sold:	<input type="text"/>		
*Applicants Signature:	<input type="text"/>		

\*Mandatory fields

<b>PUBLIC LIABILITY INSURANCE</b>	
Registration Number:	<input type="text"/>
Date of Registration:	<input type="text"/>
Expires on:	<input type="text"/>

*The Council will consider your application and undertake any due diligence that it deems necessary before confirming to you whether or not your application to trade on a Council Market has been successful. If your application is accepted, you will be offered a vacant stall in a position that, in the opinion of the Markets Officer, best complements the existing Market stall mix. In addition the Markets Officer will give priority to uses that best complement the Market, regardless of the length of time that a successful applicant has been on the Council's stall waiting list. The Market Officer's decision regarding when and where a successful applicant will be accommodated on the Market is final. Food traders will not be permitted a casual license.*

**PLEASE NOTE:** Cannock Chase Council is the data processor. We take your privacy seriously and will only use your personal information to enable the raising and processing of a Market stall License or Lease and for purposes required or allowed by law. We will not share your information with any other organisation except if required or allowed by law.

You can find information about how we handle your personal information by visiting [www.cannockchasedc.gov.uk/PrivacyNotice](http://www.cannockchasedc.gov.uk/PrivacyNotice) . You should be aware that we have a duty to protect public funds. We may therefore use the information you provide for the prevention and detection of fraud. We may share this information with other bodies for these purposes. We may also share this information with other departments of the council or other relevant organisations for purposes which may include enforcement.

**Office use only**

<b>Proof of identification:</b>	<input type="text"/>
<b>Date of application:</b>	<input type="text"/>
<b>Stall allocated:</b>	<input type="text"/>
<b>Name of Officer</b> .....	<input type="text"/>

To be completed upon allocation of a casual stall

1. The stall should be open for trading during the opening times of the market.
2. The stallholder to pay the total charge of £20.00 in advance on the due day by cash.
3. The stall is to be used for the sale of.....
4. The stallholder must hold valid third party liability insurance.
5. Goods are to be stored within the stall at the sole risk of the stallholder.
6. If there is a dispute concerning goods being sold, or the manner in which the business is being carried on the decision or the Market Officer is final.
7. The stallholder must not, except with the prior written permission of the Council, interfere with the design of the stall, the drainage, water supply, electric wiring or fittings of the stall.
8. Stalls are to be taken by reputable traders and stall displays should be neat and tidy and of a high quality and appearance.
9. The stallholder should not create, cause or permit to be created any obstruction or litter in or adjoining the market and should remove all waste and refuse.
10. Traders are to be responsible for obtaining any other relevant license or permission under any enactment for which they propose to trade.

*I agree to abide by the above conditions.*

Signed:..... Date.....

Print Name:.....

I confirm I have received instructions regarding fire regulations in the market.

Signed..... Date...../...../.....