

Boscombe Market

Stallholder Application and Agreement 2017/18



Company Name: _____

First Name: _____

Surname: _____

Address: _____

Postcode: _____

Daytime/Work Tel: _____

Email: _____

Products Sold: 	
Market Days Requested: Thursday <input type="checkbox"/> Saturday <input type="checkbox"/> Pitch 7 days a week <input type="checkbox"/>	
Gas Safety Certificate checked Yes <input type="checkbox"/> Expiry date: / /	All gas equipment must carry a CE mark
Electricity required? Yes <input type="checkbox"/> No <input type="checkbox"/> Electrical equipment must be PAT tested and carry the CE mark	Food traders only: I have registered my food business with: _____ Council Date registered: / /
Do you have Public Liability Insurance? Yes <input type="checkbox"/> No <input type="checkbox"/> Please present a copy of this to the Market Manager	Insurance Company: _____ Policy number: _____ Expiry date: _____

Office use only: Received from trader: <input type="checkbox"/> Application Form Signed <input type="checkbox"/> STC Received by Trader <input type="checkbox"/> Risk Assessment Received <input type="checkbox"/> Quality of Merchandise Checked <input type="checkbox"/> Photo of Stall Received <input type="checkbox"/> Vehicle Permit issued No <input type="checkbox"/> Public Liability Insurance Received PLI expires on: / /
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Right to work in the UK

Do you have the right to work in the UK? Yes / No

Date of Birth: / / National Insurance No: _____

Please note:

In the event of the Council being contacted by a third party or member of the public in respect of a potential claim against you for personal injury and/or damage to property, the Council may inform the claimant or their authorized agent or solicitor of your full name and address, your insurer's details and your insurance policy number.

This authority is required by law to protect the public funds it administers. It may share information provided to it with other bodies responsible for; auditing, or administering public funds, or where undertaking a public function, in order to prevent and detect fraud. The Cabinet Office is responsible for carrying out data matching exercises. The use of data by the Cabinet Office in a data matching exercise is carried out with statutory authority under Part 6 of the Local Audit and Accountability Act 2014. It does not require the consent of the individuals concerned under the Data Protection Act 1998.



Vehicle Permit Application for Boscombe Precinct

No of permits required: Each permit allows for 2 registration numbers
(No charge for the first permit, £10 each thereafter)

Market days: Thursday Saturday Permanent Pitch

Vehicle Registration Number: (1) (2)

Additional Permits: (£10 per permit)

(3)

(4)

(5)

Office Use	Permit No:	Date issued: / /
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Boscombe Market Pitch Fees 2017 / 2018

- The cost of a larger pitch or site for service, i.e. catering van, will be agreed and stated on the fee schedule
- Electricity and refuse collection will be at an additional charge
- Regular larger stalls can be accommodated by approval with the Market Manager

Single Pitch = 3m x 3m	Single Pitch	Double Pitch	Triple Pitch	X 4 Pitch	X 6 Pitch	X8 or bigger
Casual Rate For stall holders arriving on the day - <i>pitch allocated subject to availability</i>	£30	£40	£45	£50	£55	£60
Regular Rate stall holders who attend at least 4 times a month	£25	£35	£40	£45	£50	£55
Pitch available 7 days a week * 5 pitches are available on either a daily or weekly basis. Please speak to the Market Manager for availability	'Permanent Pitch' Daily Rate					
	£30	£45	£55	£65	£75	£85
	'Permanent Pitch' Weekly Rate					
	£125	£150	£160	£170	£190	£210
Corporate promotional companies will be charged at the casual rate						
<i>Please circle below the day you wish to trade. Please confirm date/s for Day and Weekly Rate required</i>						
Thursday	Saturday	Day rate Date:		Weekly Rate Date		

Please note that if the Market Manager deems it is impossible to work under gazebos due to adverse weather conditions, then no cancellation fee will be charged.

Please check you have enclosed the following:

- Copy of your Public Liability Insurance
- Photograph of Stall (*If unable to take a photograph, one will be taken for you*)

DECLARATION

I declare that to the best of my knowledge and belief, the answers given within this application are true. If consent is given, I will pay the above agreed fee and comply with Boscombe Market's Terms & Conditions in the attached pages, which should be kept for your future reference. I also agree to comply with the Terms & Conditions of the Boscombe Precinct Vehicle Permit.

Sign: _____

Date: / /

Print Name: _____

This form and enclosures should be given to the Market Manager or sent to the address below:

Boscombe Market Manager
Boscombe Regeneration Partnership,
Unit B, The Cotton Exchange
501 – 507 Christchurch Road
Boscombe, Bournemouth BH1 4AE





BOURNEMOUTH BOROUGH COUNCIL STREET TRADING CONSENT - Terms & Conditions

1. Whilst every effort is made to provide a pitch for those Street Traders who have been issued with a Street Trading Consent, the issue of a Street Trading Consent does not automatically ensure that a pitch will be available, unless the Street Trader has booked and paid for his pitch in advance. The Street Trader should confirm his intention to trade with the Market Manager prior to attending. Failure to do this could cause the Street Trader to be turned away.
2. Street Trading is permitted only on that part of Christchurch Road, Boscombe shown on the Head of Planning and Transport drawing number LSTFCAP213-PA (herein referred to as "the Consent Precinct") and on no other part of Christchurch Road. No goods or any other thing shall be placed by the Street Trader beyond the pitch/stall allocated by the Operator.
3. Trading shall take place only from the pitch/stall provided by the Council and allocated to the Street Trader by the Council.
4. The Street Trader shall not attend the pitch/stall more than 2½ hours before 8.00am and subject to paragraph 5 below, all vehicles must leave the area before 8.30am. Street Traders' vehicles will not be permitted to enter the Consent Precinct before the agreed time of 4.00pm, and must leave the area within one hour of the agreed finishing time. All vehicles required in connection with street trading may park only within the hatched area indicated on drawing number LSTFCAP213-PA
5. With the prior consent of the Council and subject to a pitch being allocated by the Council, a Street Trader may be permitted to trade from a vehicle if, having regard to the nature of the goods/articles to be sold offered or exposed for sale, it is necessary to trade from a vehicle.
6. The Street Trader shall not deposit nor cause to be deposited in the Consent Precinct (elsewhere than upon a stall) or in any of the immediate approaches thereto any goods or articles or any receptacle for goods or articles for a longer time or in any other manner than is reasonably necessary for the loading or unloading of the goods or articles.
7. The Street Trader shall not bring or convey to or along or across Christchurch Road any goods belonging to him or in his charge in such a manner as to obstruct the free passage along or across Christchurch Road or the approaches thereto.
8. No public address system or any equipment for producing amplified sound shall be used by the Street Trader without permission from the Market Manager.
9. The Street Trader shall only sell or offer or expose for sale those articles which he is permitted to sell offer for sale or expose for sale under the terms of his street trading consent.
10. The consent is not transferable or assignable. No person under the age of 17 may be employed to assist the Street Trader and such person does not require a further consent.
11. The pitch/stall shall be vacated within one hour of the agreed finishing time of 5.00pm on a trading day but shall not be vacated nor shall trade cease before 4.00pm unless prior notice of at least 7 days has been given to the Licence Holder or these hours are varied by the Market Manager or the Council Official on duty at the time, because of adverse weather conditions or an issue affecting the safety of the Public or Licence Holders. 'Permanent' pitch holders may be able to negotiate variations to these times by speaking to the Boscombe Centre Manager.
12. No nuisance or annoyance shall be caused by the Street Trader to persons using the street to which the street trading licence is granted, or the approaches thereto or to the customers or occupants of shops and other premises fronting the same.
13. The street trader or employee of the street trader shall not engage in any behaviour or misconduct which shall make them unsuitable to hold a street trading licence.
14. The street trader shall behave in a civil and orderly manner to members of the public, including customers, other traders and all other users of the pedestrian or Highway area hosting the street trading pitch, including any established business in the vicinity.
15. If the licence holder is convicted of any offence involving violence or dishonesty since the granting of a licence, they must advise the council within 7 days of conviction so consideration can be given as to whether they remain suitable to hold the licence. It is expected that licence holders will satisfy themselves as to the suitability of any employees engaged on the licence holder's behalf.
16. The Street Trader shall cause all refuse, litter and rubbish arising from trading to be placed in a suitable and sufficient receptacle in close proximity to the pitch/stall, and shall cause the contents of any receptacle so provided by him to be promptly removed from the Consent Precinct at the end of the trading day. Alternatively refuse must be placed in the receptacles provided by the Council for this purpose, for which there will be a charge. Please speak to the Market Manager for details.
17. The Street Trader when conveying goods or articles to or from the Consent Precinct shall, as often as is necessary and without creating a nuisance or obstruction, remove or cause to be removed from the Consent Precinct and the approaches thereto all refuse arising from the loading or unloading or the conveyance of goods or articles by him or his agent or employees to or along or across the Consent Precinct and the approaches thereof.
18. The Street Trader shall comply in full with the provisions of the Health and Safety at Work Act 1990, the Food Act 1984, the Food Safety Act 1990, the Food Safety (England) Regulations 2006, EU Reg. 852 & 853/2004.
19. The Street Trader shall comply with any reasonable directions of the Council on all matters affecting the conduct of street trading.
20. The Street Trader shall ensure that all persons employed by or assisting the Street Trader abide by these conditions.
21. This Consent may be revoked by the Council at any time on giving to the Street Trader one week's notice in writing.
22. Any breach of the terms and conditions of this consent may render the Street Trader liable to any action the Council may take including revoking the street trading licence.
23. The trader will provide, prior to setting up, their National Insurance Number and Date of Birth as per the requirements of the 'NFI' and annotated in 19.2. of the Terms and Conditions agreed to as part of your street trading consent document.