



REFERENCE NUMBER

PLANNING & DEVELOPMENT ACTS 2000 – 2010 (SECTION 254) &  
PLANNING & DEVELOPMENT REGULATIONS 2001 – 2010

**APPLICATION FOR LICENCE  
TO PLACE TABLES AND CHAIRS ON PUBLIC PAVEMENT**

**BALLINA MUNICIPAL DISTRICT • CLAREMORRIS – SWINFORD MUNICIPAL DISTRICT  
CASTLEBAR MUNICIPAL DISTRICT • WESTPORT – BELMULLET MUNICIPAL DISTRICT**

I hereby apply for a licence to place and maintain tables and chairs on the public pavement

1. Name of Applicant: \_\_\_\_\_

2. Address for Licence: \_\_\_\_\_

\* Eircode: \_\_\_\_\_

\* Telephone: \_\_\_\_\_ \* mandatory fields

Email: \_\_\_\_\_

3. Particulars of appliance(s)/structure(s) for which licence is required: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Proposed location of appliance(s)/structure(s) for which licence is required: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Proposed hours of operation:

From: \_\_\_\_\_ hours to \_\_\_\_\_ hours

6. Period for which licence will be needed:

From: \_\_\_\_\_ 2020 to \_\_\_\_\_ 2020/21

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ 2020

**FOR OFFICE USE ONLY**

SITE PLAN

FEE PAID

BARRIER SPECIFICATION

PUBLIC LIABILITY INSURANCE

REFUSE DISPOSAL/STORAGE/MANAGEMENT PLAN

**NOTE: This application must be accompanied by:**

- (a) Site plan to a scale of 1:100 clearly identifying the proposed licence area in red
- (b) The appropriate fee of €125 per table per annum.
- (c) A Public Liability Policy or Cover Note, with indemnity up to €6.4 million, indemnifying Mayo County Council.
- (d) Details of refuse disposal/storage/management plan proposed for the licenced area.

**APPLICATIONS SHOULD BE SUBMITTED  
TO YOUR LOCAL MUNICIPAL DISTRICT OFFICE**

**BALLINA MUNICIPAL DISTRICT**

Civic Offices, Arran Place, Ballina, Co Mayo, F26 E5D7  
Telephone 094 9064400

**CASTLEBAR MUNICIPAL DISTRICT**

Áras An Chontae, The Mall, Castlebar, Co Mayo, F23 WF90  
Telephone 094 9064000

**CLAREMORRIS - SWINFORD MUNICIPAL DISTRICT**

Kilcolman Road, Claremorris, Co Mayo, F12 P383  
Telephone 094 9064800

**BALLINROBE**

Kilmaine Road, Ballinrobe, Co Mayo, F31 RR96  
Telephone 094 9064700

**SWINFORD**

College House, Station Road, Swinford, Co Mayo, F12 V126  
Telephone 094 9064500

**WESTPORT - BELMULLET MUNICIPAL DISTRICT**

Civic Offices, Altamont Street, Westport, Co Mayo, F28 W248  
Telephone 094 9064600

**BELMULLET**

Belmullet Civic Offices, Church Road, Belmullet, Co Mayo, F26 W5H0  
Telephone 094 9064900