**APPLICATION FORM FOR A CASUAL TRADING LICENCE**

Casual Trading Act, 1995

**PLEASE READ THE NOTES OVERLEAF BEFORE**

**COMPLETING THIS FORM**

PLEASE COMPLETE IN BLOCK CAPITALS

**1.** Name of Applicant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2**. Full postal address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**3.** Contact: Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**4**. Occupation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**5.** (a) RSI No. (in the case of an individual)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(b) Tax Reference No. (in the case of a company) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**6**. If application is in the name of limited company, the Company Registration

Number, as supplied by the Companies Registration Office \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7.** Description of the goods to be sold : (please tick)

**(a)** Fruit and Vegetables 🞎 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(b)** Handcrafts (please specify) 🞎 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(c)** Food 🞎 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(d)** Other (please specify) 🞎 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**8.** Preferred Trading Location: (please tick)

1. Hopkins Road 🞎 (b) Market Square 🞎 (c) Castle Lane 🞎

(not available) (not available)

**9.** Trading Licence Required: (please tick)

1. Saturday Market 🞎 (b) Friday Farmers Market 🞎 (c) Event Casual Trading 🞎

**10**. If you were a holder of a previous Casual Trading Licence please quote the following:

Licence Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Expiry Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**11**. Have you previously engaged in Casual Trading in Castlebar Yes / No

If Yes, please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**12**. Do you intend using any equipment in connection with your casual trading

activity, e.g. cooking facilities. Yes/No.

If Yes, please give details: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**13**. Do you propose to engage an assistant who will act as a servant/agent for

casual trading purposes.

Please supply details. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**14**. Please give details of the type of stall proposed for your activity:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**15.** Period of time you require the licence for:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_

**16.** Please give details of Insurer and level of liability and attach current copy of Insurance Certificate, with Mayo County Council indemnified on same.

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***Please Note:***

**You will be required to hold valid public liability insurance in excess of €6.5 million in respect of each and every claim and indemnify Mayo County Council against all claims.**

**I DECLARE:-**

1. that I have not been convicted of two or more offences under the Casual

Trading Act, 1995, within three years prior to the date on which I intend to commence casual trading.

2. that the foregoing particulars are correct and I enclose a cheque/bank

draft/postal order for the appropriate fee fixed under bye-law by the local authority under Section 6 of the Casual Trading Act, 1995.

**Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**NOTES ON CASUAL TRADING IN CASTLEBAR**

**CASUAL TRADING FEE:**

**Saturday Casual Trading**:

Hopkins Road - € 1200 per annum (not available)

Market Square - € 1600 per annum

Castle Lane - € 950 per annum (not available)

**Friday Farmers Market**:

Hopkins Road - € 500 per annum (not available)

Market Square - € 800 per annum

Castle Lane - € 500 per annum (not available)

**Event Casual Trading:**

€65.00 Per Day

**Trading Hours**

A Licence holder shall engage in trading only during the specified times of 8.00am to 6.00pm on the specified days.

**FOR YOUR INFORMATION**

(i) Section 4(11) of the Casual Trading Act, 1995, provides that the local

authority concerned shall notify the Minister for Social Welfare of the name and address of a person to whom a casual trading licence was granted and the conditions of the licence.

(ii) Section 4 (2A) of the Casual Trading Act, 1995 [inserted by section 141 of the

Finance Act, 1996 (No. 9 of 1996)] provides that the local authority concerned shall notify the Revenue Commissioners of the name, address and tax reference number of a person to whom a casual trading licence was granted and the conditions of the licence.

(iii) Section 13 of the Casual Trading Act, 1995, also provides that a local

authority may establish and maintain the Register of Casual Trading Licences on computer. In such circumstances, personal data kept in the register is subject to the requirements of the Data Protection Act, 1988 (No. 25 of 1988) including an individual’s right of access to and verification of data, where appropriate.

FOR OFFICIAL USE ONLY

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| --- | --- | --- | --- |
| Rec’d |  | Amt |  |
| Date |  | Type |  |
| Conv. |  | R. No. |  |
| Location |  | Bay No. |  |





