



Cork County Council
Municipal District of West Cork

CASUAL TRADING APPLICATION FORM –Bantry Town
Casual Trading Act 1995

ADMINISTRATIVE USE ONLY:

REFERENCE NO:

DATE RECEIVED:

Administrative Officer

Date

ALL APPLICATIONS SHALL BE SENT TO:

Municipal District of West Cork, Cork County Council, Town Hall, 7 Kent Street, Clonakilty, Co. Cork.

Telephone: 023-8833380

Fax: 023-8833558

E-mail: casualtradingbantry@corkcoco.ie

PLEASE COMPLETE THIS FORM IN FULL. INCOMPLETE APPLICATIONS WILL BE RETURNED AND WILL NOT BE PROCESSED.

1. Name: _____

1 (a) Please state the legal status of the applicant - please tick below

Individual ___ Registered Limited Company ___ Registered Limited Partnership ___ Other ___

2. Full Postal Address _____

2.(a) email address_(if available)_____

3. Contact No. Landline _____ Mobile _____

4. Occupation _____

5. PPS Number (Individual) or equivalent _____

6. Tax Reference number (in the case of a company) _____

Company registration Number (if the applicant is a company) _____

7. Please state where and when you have traded, if you have traded in Bantry town previously, to the best of your ability – to be verified by Cork County Council. Please give details below of where you have traded since the 1st of March in the year preceding this application.

8. Please submit details below.

Date	Location/Space Number	Person in charge of Stall	Amount Paid	Receipt no. (if available)

9. (a) Type of Licence being applied for (Please Tick)

Casual Trading Licence		Event trading Licence	

9.(b) Please state the date in which you intend to commence trading _____

10. Please outline the type of goods you wish to trade at the market

Description of goods to be sold:-

		Please tick
Category 1	Fast Food e.g. Crepes, Hot dogs, burgers, Fried Chicken, Fish & Chips, Donuts etc.	
Category 2	Slow Food e.g. Vegetables, fish, meat, cheese, olives, bread, cakes, honey, jam, etc.	
Category 3	Crafts, Second Hand, Assorted Goods e.g. jewellery, woodturning, spinning, weaving, sculpture, ceramics, painting, knitting, soaps, cosmetics, pottery, bric-a-brac, books, tools, clothes, footwear, plants, fishing tackle, antiques etc.	
Category 4	Livestock e.g. ducks, chickens etc.	

(Traders selling goods/produce from a category other than that specified on their licence may have their licence revoked.)

11. Will the applicant attend the stall him/herself? (Please tick as appropriate)

• Yes, Continuously ()

• No. ()

If the answer is No please give details of employees/servants/agents who may be in charge of the stall (please note that only persons named here may be in charge of or work on your stall)

NAME	FULL ADDRESS	Contact No.

12. If you were a holder of a previous Casual Trading Licence please quote :

(a) Licence Number: _____

(b) Expiry Date: _____

(Please forward old licence(s) with this application form if available)

13. Public Liability Insurance Details: -

Do you have your own Public Liability Insurance: - (Please tick as appropriate)

- Yes ()
- No ()

IF YOUR ANSWER IS YES: -

Please give details:

Insurance Provider (*Not the Broker*) _____

Policy No. _____

Expiry date _____

The applicant and his/her servants and agents included in section 11 above, must be named on the Certificate of Insurance.

All policies must indemnify Cork County Council.

(Please submit a copy of your Public Liability Insurance Certificate with this application.)

IF YOUR ANSWER IS NO: -

Please confirm that you will acquire Public Liability Insurance on each day in which you wish to trade via the Group Insurance Scheme available through Bantry Market Traders Association. (Please tick as appropriate)

- Yes ()

14. Please state if you are approved by the Health Service Executive, Dept. of Agriculture, or Dept. of Fisheries & Food to trade in food products:

(Please submit Certificate of Approvals)

15. Do you intend using any cooking, heating or processing equipment at the market in connection with your casual trading activity e.g. cooking facilities, Please provide details?

16. Please give dimensions and details of the type of stall you propose to use, including details of how the stall will be secured.

Width of Stall	
Depth of Stall	
Height of Stall	
Description of Stall	
Details of how the stall is secured	

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 bank draft/postal order in the amount of €10.00 being the fee fixed under bye law made by the local authority under Section 6 of the Casual Trading Act, 1995.
3. That I have read the Cork County Council Casual Trading Bye Laws for Bantry Town 2014 for the regulation of Casual Trading in Bantry Town and note the provisions contained therein.
4. I hereby grant my consent to Cork County Council to make any or all enquiries in relation to Public Liability Insurance and other Certificates submitted as part of this casual trading licence application.

Signature: _____ Date _____

NOTES ON COMPLETION OF APPLICATION FORM

1. Please ensure that all questions are answered in full. Incorrectly completed or incomplete applications will not be processed and will be returned to the applicant within 30 days requesting the omitted details.
2. Please forward appropriate fee with your application together with **two passport photographs FOR THE APPLICANT AND ALL PERSONS MENTIONED AT SECTION 11 ABOVE** and evidence of public liability insurance.

The fee for a Casual Trading Licence is as follows: - €10

FOR YOUR INFORMATION

1. 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.
2. 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.
3. 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.
4. It will be a condition of any licence granted that adequate public liability insurance cover indemnifying Cork County Council against any loss is in place. (Recommended Limit of Indemnity of €6,400,000)

Privacy & Data Protection:

Personal information collected by Cork County Council is done so in order for us to process your application for a Casual Trading Licence for Bantry Town. Legally we can process this information as **it is necessary for us to comply with our statutory/legal obligations**. The protection of your personal data is a key priority for the Council and your data will be processed in line with our Privacy policy which is available at <https://www.corkcoco.ie/Privacy-Policy> or hardcopy from our offices at County Hall, Carrigrohane Road, Cork, Ireland. Should you have any questions about our private policy or the information we hold about you please contact us by email to dpo@corkcoco.ie or write to us at Data Protection Officer, Cork County Council, County Hall, Carrigrohane Road, Cork, Ireland.