

Licence Amendment Request

This form is to be used when requesting a change to a permanent stall allocation/cabin and applying to become a permanent trader (You must have been trading as a casual trader for at least 4 weeks before applying for a permanent space allocation) on Chorley Markets.

Also use this form if you want to [Please circle option(s) which apply:

Permanent Trader; Add a stall/space; Delete a stall/space; Change permitted lines.

Please fully complete this form in BLOCK CAPITALS using additional paper where required. Once completed, you should return this form to the Market Office, Cleveland Street, Chorley. Please note a Licence Amendment Fee applies on submission of this form.

Your request will be checked for compliance and if approved a new Licence Occupancy Agreement issued within a few working days. If further information is required, we will contact you.

Section A – Accommodation Information

This section of the form is for information relating to the space requested for register for a Permanent licence.

A1	Market	Covered M	arket		Street Mark	et 🗌
A2	Existing stall/space number(s	s)				
A3a	Requested stall/space number	er(s)				
A3b	Which day(s) do you wish to	attend:				
		Existing	New		Existing	New
	Monday			Thursday		
	Tuesday			Friday		
	Wednesday			Saturday		
A4	Effective Date					

Section B – Applicant Information

This section of the form is for information relating to the licensee.

B1	Surname			
B1a	Forename(s)			
B1b	Title	Mr 🗌 Mrs 🗌 M	Miss 🗌 Ms 🗌 Other 📄 (please state)	
B2	Address (Street)			
B2a	Address (Town)			
B2b	Address (City)			
B2c	Postcode			
B3a	Home telephone r	number	B3b Mobile No:	
B4	Email address	-		

B6a Twitter Account @

B6b Facebook Account:

Section C – Product Information

This section of the form should provide additional information relating to the business and the goods and services you wish to be considered for inclusion on the license.

- C1 How long has the business been established?
- C2 What products / services are you currently licensed to sell? (*please provide a detailed description*) KEY LINE 1:

KEY LINE 2:

INCIDENTALS:

C3 What products / services do you want to add/delete? (please provide a detailed description) KEY LINE 1:

KEY LINE 2:

Section D – Disclosure of Information

This section of the form relates to all of the information contained within the form, completed by you, and how Chorley Markets will use it.

D1 Information may be maintained confidentially on your personal document file, and electronically within our databases.

Data we maintain in respect of your occupancy with Chorley Markets will be used for cross-system and crossauthority comparison purposes for the prevention and detection of fraud. Data may also be provided to a third party without specific consent when required by law, statutory requirement, in respect of crime prevention and detection, or to assess or collect tax or duty.

Section E – Confirmation of Information

This section of the form relates to all of the information that you have provided within and with this form, and certifies the validity of this information.

E1 By signing this form I confirm that I have read and understand all sections of the form and agree to comply with the Market Regulations. I also confirm that all the details contained herein are correct, and that I will notify Chorley Markets in writing within 7 days of any changes to this information.

I understand that by falsifying any details on this form that any subsequent registration will be invalid.

E1a Signature of applicant

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