

Knutsford Town Council

Town Clerk: Adam Keppel-Garner

Council Offices, Toft Road, Knutsford, Cheshire, WA16 6TA

01565 653929

www.knutsfordtowncouncil.gov.uk

townclerk@knutsfordtowncouncil.gov.uk



Market Licence Application Form

Data Protection Act

Information from this form will be processed in accordance with the Data Protection Act 1998. In signing it you agree to this data being held and processed by Knutsford Town Council in accordance with the Act.

READ BEFORE YOU COMPLETE

It is highly recommended that you complete this application form with reference to the Knutsford Town Council Markets Policy. Failure to provide all information requested will result in a delay to your application.

Market Operator¹:	
-------------------------------------	--

Contact Information

Title:		Full Name:		
Address:			Position:	
			E-mail :	
Postcode:			Phone:	
			Mobile:	

Market Overview

Name of Market / Event :	
Type of Market:²	
No. Markets Applied for:³	
Date(s) / Frequency and Opening Times of Markets – <i>ensure you include all dates and date ranges</i>	

¹ If granted, the Market Licence will be granted to this person/organisation

² e.g. craft fair, car boot sale, book fair

³ e.g. a single market lasting three consecutive days is one market, a market covering three consecutive weekends is three markets

Upon completion please submit this Application Form to the Town Clerk:
townclerk@knutsfordtowncouncil.gov.uk or Council Offices, Toft Road, Knutsford, WA16 6TA

Type of goods to be sold

Location(s) of Market:

A site plan showing the extent of the market and proposed layout of stalls must be submitted with this application.

Insurance

Ensure that you enclose, with your application, proof of adequate insurance for the Market.

Community / Commercial Market

The council treats applications for community and commercial markets differently. Please indicate how you classify the market below.

The final decision as to the market’s classification will be taken by the council.

Market Classification	Community	Commercial
------------------------------	-----------	------------

*For **community markets**, please explain how it is a community market, who any funds raised will be going to or what event it forms part of:*

*For **commercial markets**, please explain how the proposed market will complement the existing retail activity in Knutsford:*

Confirmation

I certify that the details on this application form and any supplementary information attached are true as far as I know.

Signed		Dated	
Print		Position	

Completion of this form does not constitute the grant of a licence. The Council shall notify you of the decision as soon as possible after receipt.

Upon completion please submit this Application Form to the Town Clerk:
townclerk@knutsfordtowncouncil.gov.uk or Council Offices, Toft Road, Knutsford, WA16 6TA