**St Helens Council**

**Street Trading Consent application 2025-2026 (fee £755)**

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| **SECTION 1. Applicant details** |
| Full name |  |
| Home address |  |
| Date of birth |  |
| Home number |  |
| Mobile number |  |
| **SECTION 2. Type of business** |
| Hot food | Ice Cream | Confectionery | Sandwiches  | Other – specify |
| Vehicle/ Stall details  |
| Type of vehicle (e.g van, caravan etc) |
| Vehicle registration and make of vehicle |
| Trading name: |
| Existing Plate number: |
| **SECTION 3. Badge Holder Details** |
| Full name |  |
| Address |  |
| Phone number |  |
| Date of Birth |  |
| Driving Licence number |  |
| DVLA Code |  |
| Current badge number |  |
|  |
| Full name |  |
| Address |  |
| Phone number |  |
| Date of Birth |  |
| Driving Licence number |  |
| DVLA Code |  |
| Current badge number |  |
|  |  |
| Full Name |  |
| Address |  |
| Phone number |  |
| Date of Birth |  |
| Driving licence number |  |
| DVLA Code |  |
| Current Badge number |  |
| *For additional assistants please provide their information on a separate sheet* *More than 2 badges? Additional badges cost £43.00 each* |
| **SECTION 4. Location and Times** |
| Please indicate the location of your business if stationary, and times of trading |
| If mobile, please provide an approximate route and times of trading |
| **SECTION 5. Food Traders** |
| Are you registered with the Local Authority as a food business? YES/NO |
| Are all food handlers trained in Basic Food Hygiene? YES/NO Please provide copies of each assistants certificates |
| **SECTION 6. Information to support your application** |
| Have you or any of your assistants ever has a consent or licence YES/NOgranted by another local authority?  |
| If yes, please state which local authority: |
| Have you or any of your assistants ever had a consent or licence YES/NO refused or withdrawn by another local authority? |
| If yes, please give details: |

**Steps to completing your application**

**What you need to send with your completed application form**

From the business

* + The completed application form
	+ A copy of your business **public** liability insurance **Not** employer’s liability
	+ Food Business Registration form (If applicable) <https://register.food.gov.uk/new>
	+ Gas Safe certificate (if using gas appliances)

For each person working on your trailer

* + Basic DBS check for any driver/assistant see link
	+ <https://www.gov.uk/request-copy-criminal-record> we will need to see the original as evidence of this.
	+ A copy of their driving licence (provide gov.uk code for access.
	+ A copy of their Food Hygiene Certificates where necessary.
	+ Letter for land owner providing evidence you have permission to trade on the land and the time you are allowed to trade.

*\*For application renewals, declaration form must have been completed within the last three years*

**It is the responsibility of the applicant to ensure all relevant documentation is enclosed** **failure to do so will result in your application being returned.**

**Please note by signing this form you agree to the Councils rules and conditions. A copy of the conditions is enclosed further copies are available on request.**

**This completed application form together with the Declaration of Convictions and the appropriate payment to:**

**Janette Pierce EHO, Regulatory Services, St Helens Council, PO Box 512, St Helens, WA10 9JX or email completed application to janettepierce@sthelens.gov.uk**

**Please contact Janette Pierce for further information on 01744 673299**

**Print Full Name …………………………………………………………………………**

**Signed …………………………………… Date………………………………**