



Dublin City Council  
Comhairle Cathrach Bhaile Átha Cliath

DUBLIN CITY COUNCIL  
Culture Recreation & Amenity Department, Civic Offices, Wood Quay, Dublin 8.  
Tel: 222 2165 Fax: 222 2366



### Application Form For A Casual Trading Licence

PLEASE READ OVERLEAF BEFORE COMPLETING THIS FORM PLEASE COMPLETE IN BLOCK CAPITALS

#### FOR OFFICIAL USE ONLY : ECDAl - Narrative – Name, Trading Location, Pitch No.

Receipt No:	Licence No:
Date:	Date Issued:
Amount Paid:	Expiry Date:

<p>Applicants Details:</p> <p><b>Name of Applicant:</b> _____</p> <p><b>Full Postal Address:</b> _____</p>	<p><b>Photograph of Applicant:</b></p> <div style="border: 1px solid black; width: 100px; height: 100px; margin: 10px auto;"></div> <p>N.B. (see notes 2 &amp; 3 overleaf).</p>
<p><b>Telephone No:</b> _____</p> <p><b>Mobile No:</b> _____</p> <p><b>E-Mail:</b> _____</p> <p><b>Occupation:</b> _____</p>	<p><b>P.P.S. No. (in the case of an individual):</b></p> <p>_____</p>
<p><b>Public Liability Insurance:</b></p> <p><b>Name of Insurance Company:</b></p> <p>_____</p>	<p><b>Tax Reference No. (in the case of a company):</b></p> <p>_____</p>
<p><b>Insurance Renewal Date:</b></p> <p>_____</p>	<p><b>If application is in the name of a limited company, the Company Registration Number as supplied by the Companies Registration Office:</b> _____</p> <p>_____</p>

<p><b>Trading Details:</b></p> <p><b>Location of Trading:</b> _____</p> <p><b>Goods to be sold:</b> _____</p> <p><b>Date of Commencement of Trading:</b> _____</p>	<p><b>Pitch No.</b> _____</p>
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If you were the holder of a previous Casual Trading Licence please quote the following:

Licence Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_

**To Dublin City Council**

**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/money order/cash for € \_\_\_\_\_ being the fee fixed under Bye-Laws by the Local Authority under Section 6 of the Casual Trading Act, 1995.**

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

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

**N.B.: The acceptance of an application by Dublin City Council cannot guarantee the granting of a licence.**

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NOTES

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 and 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. 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 individuals right of access to and verification of data, where appropriate.**
2. **A licence holder shall furnish to Dublin City Council the names, addresses and photographs of persons acting as their servant/agent.**
3. **Two photographs of the applicant and one photograph of the Servant/Agent are required. It will be necessary to submit photographs every two years.**

**EXPLANATORY NOTE**

(This note is not part of the Instrument and does not purport to be a legal interpretation).

The purpose of these Regulations is to prescribe the form of application for a casual trading licence in accordance with Section 4 of the Casual Trading Act, 1995.