



Comhairle Cathrach  
Bhaile Átha Cliath  
Dublin City Council

An Roinn Pleanála agus Forbairt Maoine, An tAonad Ceadúnúcháin,  
Oifigí na Cathrach, An Ché Adhmaid, Baile Átha Cliath 8

Planning and Property Development, Licensing Unit, Civic Offices, Wood Quay, D8  
T: 01 222 2165 F: 01 222 2366 [casualtrading@dublincity.ie](mailto:casualtrading@dublincity.ie)

#### ECSTP

Narrative Details:-  
Applicants Name, Event Date,  
Event Location



## Casual Trading Event Licence

### FOR OFFICIAL USE ONLY

Receipt No:

Licence No:

Application checked by (initials):

**DATE STAMP**

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

### A. APPLICANT DETAILS

Name of Applicant: \_\_\_\_\_

Full Postal Address: \_\_\_\_\_  
\_\_\_\_\_

(a) P.P.S No. / Tax Reference No: \_\_\_\_\_

(b) Date of Birth: \_\_\_\_\_

(c) Telephone Number: \_\_\_\_\_

(d) Email: \_\_\_\_\_

### B. EVENT TRADING DETAILS

(a) Location of event: \_\_\_\_\_

(b) Goods to be sold: \_\_\_\_\_

(c) Date(s) of event: \_\_\_\_\_

(d) Hand ☐ Burger Bar (Up to 13 feet) ☐ Trailer (over 13ft) ☐

(e) Post ☐ Collection ☐

### Checklist for Applicant:

- Fully completed application form
- Two passport photographs of applicant or digital photo taken and held in the office
- Proof of ID: Passport/Drivers Licence
- Tax Clearance Cert
- Payment of €25 or payment of €38 for Croke Park and Aviva Stadium
- Payment must be made to Dublin City Council **10 days in advance** of the event

**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 the fee fixed under bye-law by the local authority under section 6 of the Casual Trading Act, 1995.

**Signed:** \_\_\_\_\_

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

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

\*Note (for information only)

**Casual Trading and Event Trading –GDPR**

**Reasons for requesting your personal information**

- Your information is required in order to process your application for a Casual Trading/Event Trading licence.
- Your information is collected to process requests for a Casual Trading/Event Licence. The legal basis is provided for under the Casual Trading Act 1995 and the Casual Trading Bye-Laws 2013.
- **If your application is successful it may be necessary to share your information with the statutory bodies i.e. An Garda Síochána, Revenue Commissioners, Minister for Social Welfare.**
- If the Casual Trading/Event Licence is granted, the information supplied by you will be kept securely for a period of up to seven years.
- If you do not provide the personal data required under the Casual Trading Act 1995 and the Casual Trading Bye-Laws 2013, Dublin City Council will not be in a position to process your application.

**For more information on the Dublin City Council Privacy Statement please click on**

<http://www.dublincity.ie/privacy-statement>

**If you would like more information on section 4 (11) of the Casual Trading Act, or would like to read it please click**

<http://www.irishstatutebook.ie/eli/1995/act/19/section/4/enacted/en/html#sec4>

**If you would like more information on Casual Trading, Act, 1995 (inserted by section 141 of the Finance Act, 1996)**

**please click** <http://www.irishstatutebook.ie/eli/1996/act/9/section/141/enacted/en/html>

**If you would like more information on section 13 of the Casual Trading Act 1995 (Register of Casual Trading Licences on computer) please click** <http://www.irishstatutebook.ie/eli/1995/act/19/section/13/enacted/en/html#sec13>

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_