



Comhairle Cathrach  
Bhaile Átha Cliath  
Dublin City Council

Roinn Comhshaoil agus Iompair, Oifigí na Cathrach, An Ché Adhmaid, BÁC 8  
Environment and Transportation Department,  
Civic Offices, Wood Quay, Dublin 8.  
Tel: 222 2165 Fax: 222 2366 [casualtrading@dublincity.ie](mailto:casualtrading@dublincity.ie)

## Casual Trading Event Licence

**FOR OFFICIAL USE ONLY**

Receipt No:	Licence No:
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**ECSTP**  
Narrative Details:-  
Applicants Name, Event Date,  
Event Location



**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 <input type="checkbox"/> Burger Bar (Up to 13 feet) <input type="checkbox"/> Trailer (over 13ft) <input type="checkbox"/>
(e) Post <input type="checkbox"/> Collection <input type="checkbox"/>

**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 DCC ten days in advance of 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:** \_\_\_\_\_