

London Local Authorities Act 1990 (as amended)

Application for the Grant / Renewal of a Temporary Street Trading Licence

- All questions to be answered in full
- All applicants should provide proof of identity – copy of passport, drivers licence photo card, (other official ID card with a photo & a copy of a recent utility bill (this will meet the money laundering requirements and the council undertaking due diligence.
- All applicants _____ complete section 1 & 2
- Applicants for a shop front display or a sta _____ **T** complete sections 1,2,3 & 6
- Applicants for pavement cafes (placing tables and chairs on the highw _____ **UST** complete sections 1,2,4 & 6
- Applicants for 'A' boards _____ complete sections 1,2,5 & 6
- All applicants _____ submit an accurately drawn plan to the scale of 1:2500 of the area to be applied for. *(alternative sized plans may be accepted subject to prior agreement with the licensing manager)*
- All applicants _____ submit photographs for the area to be applied for.
- All applicants _____ check with the planning team if planning consent is required prior to submission of an application
- **L B Hounslow is under a duty to protect the funds it administers and to this end may use the information that you have provided to this authority for cross system and use the information that you have provided to this authority for cross system and cross authority comparison purposes for the prevention and detection of fraud.**

I/We hereby apply to the London Borough of Hounslow under the above-mentioned Acts, to be licenced for Street Trading.

SECTION 1 – Applicant Details

(Please complete if applying as a company)

Please state the trading name of your company: **Admiral**

Registered address of company
Luxury Leisure, Talarius
Fifth Avenue Plaza
Queensway
Team Valley Trading Estate

Town: **Gateshead**

Postcode: **NE11 0BL**

Tel No: [REDACTED]

Email: [REDACTED]

Please state Company Registration No. **05382157**

What type of company: **Private Limited Company**

(Please complete if applying in person)

Title: Mr/Mrs/Ms/Other (please specify)	
Forename(s):	
Surname:	
Private Home address:	
Town: _____	Postcode: _____
Telephone No: _____	Email: _____
National Insurance No: _____	Date of Birth: _____
Place of Birth:	

SECTION 2 – Business Details

If you are selling food, you <u>MUST</u> be registered as a food business with Local authority where your business is based.								
Are you intending to sell food? YES ____								
If yes, please provide evidence that you are registered as a food business Date of Registration: _____ Local Authority: _____								
You <u>MUST</u> hold a Level 2 Qualification in Food Safety in catering awarded by an accredited organisation such as the Chartered Institute of Environmental Health, Royal Society for Public Health or Highfield ABC. Your certificate should have been obtained in the last 3 years. (Please include a photo copy) Certificate No: _____ Date of Issue: _____								
Please state what type of food you intend to sell, and how and where the food you intend to sell will be produced? It is a requirement that you _____ have public liability insurance for a minimum of £2,000,000 (please provide a copy of the certificate) <table><tr><td>Certificate No:</td><td>Date of Issue:</td><td>Date of Expiry:</td></tr><tr><td>GBL007706240</td><td>01/01/2025</td><td>31/12/2026</td></tr></table>			Certificate No:	Date of Issue:	Date of Expiry:	GBL007706240	01/01/2025	31/12/2026
Certificate No:	Date of Issue:	Date of Expiry:						
GBL007706240	01/01/2025	31/12/2026						
It is a requirement to provide evidence on how you intend to remove trade waste from the site: Waste Contract No: _____								
It is a requirement that you provide evidence on how you will transport fresh water to the site and how you intend to dispose of the waste water. Please state details here: _____								

<p>How do you intend to provide power to your site?</p>
<p>Please provide safety certificates for Generators, electrical equipment and Gas Cylinders</p>
<p>You <u>MUST</u> provide a plan of the licenced area for all types of application to the scale of 1:2500 (<i>alternative sized plans may be accepted subject to prior agreement with the licensing manager</i>)</p> <p>Plan Attached: <input checked="" type="checkbox"/></p>
<p>You <u>MUST</u> provide photographs of the proposed licensed area</p> <p>Photos attached: <input checked="" type="checkbox"/></p>
<p>Do you hold or have ever held a street trading licence in the L B Hounslow? <u>YES/NO</u> (If yes Please give details Inc., Number, location and dates)</p> <p>PREVIOUS A-BOARD LICENCES AT THIS VENUE: 19/09/2025 to 18/03/2026 - AB135611/2025-2026 19/03/2025 to 18/09/2025 – AB135611/2025 19/09/2024 to 18/03/2025 – AB135611/2024-2025 19/03/2024 to 18/09/2024 – AB135611/2024</p>

~~SECTION 3 – Shop Front Display/Stall~~

Name of Pitch/Shop																													
Address of Pitch/Shop																													
Town:	Postcode:																												
What type of goods offered for sale/displayed on shop front/Stall?																													
Size of pitch required (<i>measurements in Metres</i>) Depth: Width:																													
<p>Trading Times:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 35%;">Monday</td> <td style="width: 30%;">.....am</td> <td style="width: 10%;">-</td> <td style="width: 25%;">.....pm</td> </tr> <tr> <td>Tuesday</td> <td>.....am</td> <td>-</td> <td>.....pm</td> </tr> <tr> <td>Wednesday</td> <td>.....am</td> <td>-</td> <td>.....pm</td> </tr> <tr> <td>Thursday</td> <td>.....am</td> <td>-</td> <td>.....pm</td> </tr> <tr> <td>Friday</td> <td>.....am</td> <td>-</td> <td>.....pm</td> </tr> <tr> <td>Saturday</td> <td>.....am</td> <td>-</td> <td>.....pm</td> </tr> <tr> <td>Sunday</td> <td>.....am</td> <td>-</td> <td>.....pm</td> </tr> </table> <p style="margin-top: 20px;">Where will the stall/shop front display be stored at the end of trading hours?</p>		Mondayam	-pm	Tuesdayam	-pm	Wednesdayam	-pm	Thursdayam	-pm	Fridayam	-pm	Saturdayam	-pm	Sundayam	-pm
Mondayam	-pm																										
Tuesdayam	-pm																										
Wednesdayam	-pm																										
Thursdayam	-pm																										
Fridayam	-pm																										
Saturdayam	-pm																										
Sundayam	-pm																										

Stall Only: Please give details of employees:

_____ me: _____ D.O.B _____ Address: _____ Photo: _____

- 1.
- 2
- 3
- 4
- 5

SECTION 4 – Pavement Café/Tables & Chairs

Name of premises

Address

Town:

Postcode:

Telephone No:

Email:

Size of area to be used for the pavement café/seating area (measurements in Metres)

Depth:

Width:

Trading Times:

Mondayam -pm
Tuesdayam -pm
Wednesdayam -pm
Thursdayam -pm
Fridayam -pm
Saturdayam -pm
Sundayam -pm

Where will the tables & chairs be stored at the end of trading hours?

SECTION 5 – ‘A’ Boards or other Display Objects

Name of premises: Admiral															
Address: 192 High Street, Hounslow, TW3 1HL															
Telephone No: [REDACTED]															
Size of area to be used for the 'A' Board/s (<i>measurements in Metres</i>) Depth: 0.5 Width: 0.8															
Trading Times: <table> <tr><td>Monday</td><td>00:00 - 23:59</td></tr> <tr><td>Tuesday</td><td>00:00 - 23:59</td></tr> <tr><td>Wednesday</td><td>00:00 - 23:59</td></tr> <tr><td>Thursday</td><td>00:00 - 23:59</td></tr> <tr><td>Friday</td><td>00:00 - 23:59</td></tr> <tr><td>Saturday</td><td>00:00 - 23:59</td></tr> <tr><td>Sunday</td><td>00:00 - 23:59</td></tr> </table>		Monday	00:00 - 23:59	Tuesday	00:00 - 23:59	Wednesday	00:00 - 23:59	Thursday	00:00 - 23:59	Friday	00:00 - 23:59	Saturday	00:00 - 23:59	Sunday	00:00 - 23:59
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Friday	00:00 - 23:59														
Saturday	00:00 - 23:59														
Sunday	00:00 - 23:59														
Where will the 'A' Board or Display Objects be stored at the end of trading hours? Happy to store inside of premises outside of designated times according to the licence															

SECTION 6 – Applicant Declaration

I/We declare that:

The details contained within this application form are true to the best of my/our knowledge and belief.



I have attached an accurate plan to the scale of 1:2500



I have attached photographs of the area to be licensed as required.



~~(Stall applicants only) I have attached/enclosed a full face photograph of the applicant and any employee/s.~~



~~I have attached and provided evidence of food registration.~~



~~I have attached evidence of up to date Level 2 Food Safety in catering award~~



~~I have attached and provided evidence of a waste contract if required~~



I have attached and provided evidence of public liability insurance



~~I have attached and provided evidence of safety certificates for equipment~~



Payment of fee: **Phone call requested to make card payment**



In the reference field please put payment code **C5361 V144** so it goes into the correct account. Then once you have the confirmation screen, please send a screen shot to me licensing@hounslow.gov.uk as confirmation of the payment.
Please note until the Licensing Team have that confirmation we will be unable to process your application.

Re: Bank Account Details for BACS payment

National Westminster Bank, 275-277 High Street, Hounslow, TW3 1ZA

Full Company Name: London Borough of Hounslow

A/C Name: LB Hounslow Main Account

A/C No: 20364814

Sort Code: 60-11-18

IBAN: GB79NWBK60111820364814

SWIFT BIC: WBKGB2L

I request a call to take a card payment of the fee



I understand that if I do not complete the appropriate sections of the application form and provided the required information my application will be rejected.



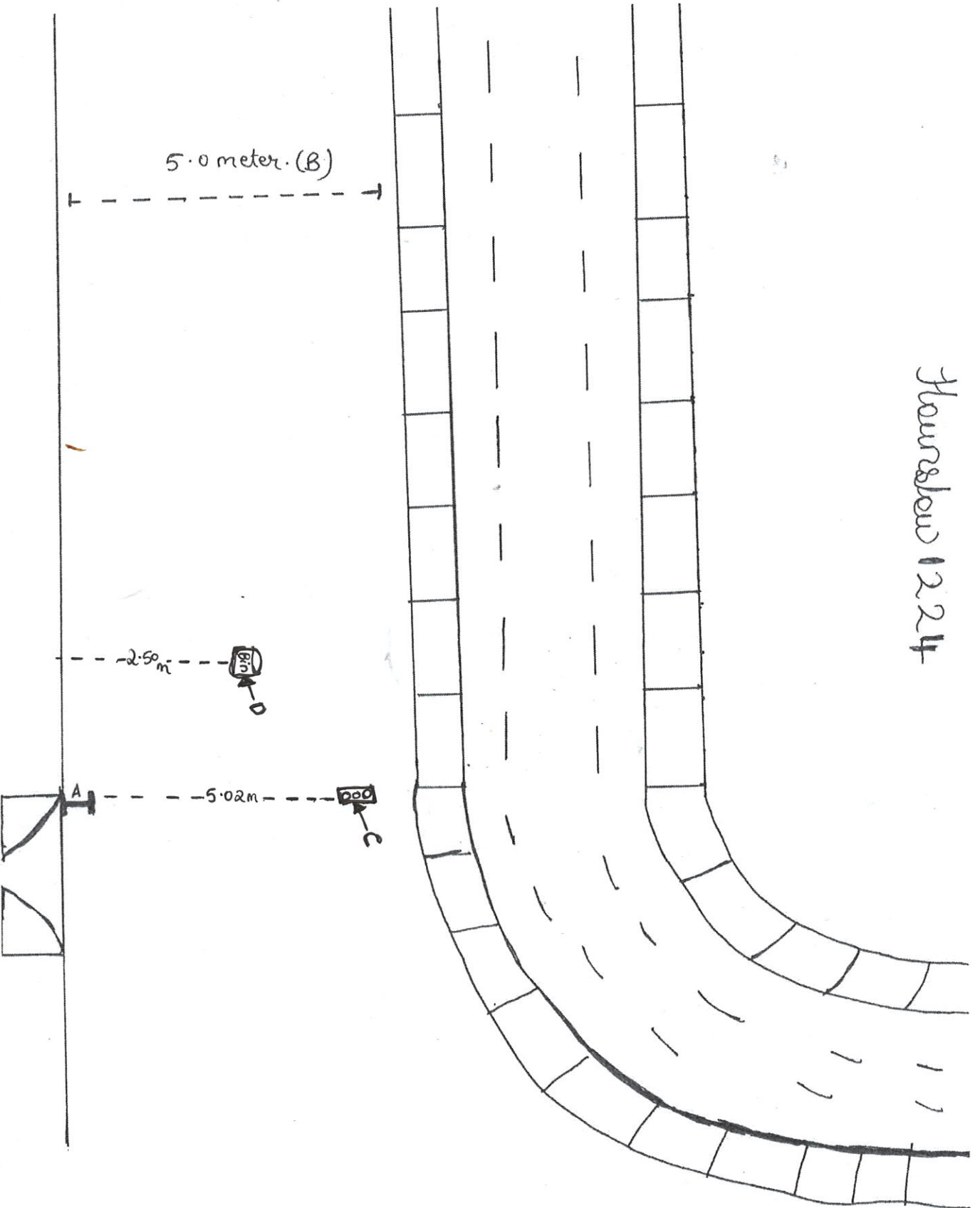
Signature of Applicant Kayleigh Jackson Date: 06/11/25
Kayleigh Jackson (Nov 6, 2025 09:12:52 GMT)

Please return completed form to:

**London Borough of Hounslow
Community Enforcement and Regulatory Services - Licensing
7 Bath Road
Hounslow
TW3 3EB**

Email - licensing@hounslow.gov.uk

Hourglass 1224



A = A Board
B = Pavement
C = Traffic light
D = Bin
70 cm.

