

London Local Authorities Act 1990 (as amended)

Application for the Grant 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 **MUST** complete section 1 & 2
- Applicants for a shop front display or a stall **MUST** complete sections 1,2,3 & 6
- Applicants for pavement cafes (placing tables and chairs on the highway) **MUST** complete sections 1,2,4 & 6
- Applicants for 'A' boards **MUST** complete sections 1,2,5 & 6
- All applicants **MUST** 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 **MUST** submit photographs for the area to be applied for.
- All applicants **MUST** 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 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

JOHNS & CO REAL ESTATE (SERVICES) LIMITED

Registered address of company: Regina House, 123 Finchley Road

Town: London

Postcode: NW3 5JS

Tel No:

■■■■■■■■■■

Email:

■■■■■■■■■■

Please state Company Registration No.: 08468135

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 **MUST** be registered as a food business with Local authority where your business is based.

Are you intending to sell food? **YES/NO**

If yes, please provide evidence that you are registered as a food business

Johns&Co will not be selling food.

You MUST 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)

Johns&Co will not be selling food but will work with traders who will provide certificates as required, in compliance with the relevant food safety and hygiene regulations. Johns&Co will ensure that all certificates are checked and verified prior to the sale of any food, in accordance with the council's licensing requirements.

Please state what type of food you intend to sell, and how and where the food you intend to sell will be produced?

Johns&Co will not be selling food. Market traders may offer a wide range of food and drink, but they will not sell anything that will compete directly with existing outlets within 200 metres of the market e.g. coffee and tea, sandwiches, pizza.

It is a requirement that you MUST have public liability insurance for a minimum of £2,000,000 (please provide a copy of the certificate)

Policy No: [REDACTED] **Date of Issue:** 18/11/2024 **Date of Expiry:** 17/11/2025

It is a requirement to provide evidence on how you intend to remove trade waste from the site:

Waste Contract No: [REDACTED]

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:**

A source of fresh tap water is available on site. Traders will remove any waste water at the end of every event.

How do you intend to provide power to your site?: Power will be supplied by plugging into our office.

Please provide safety certificates for Generators, electrical equipment and Gas Cylinders

You **MUST** provide an A4 hand drawn plan of the area to be licenced

Plan Attached:








You **MUST** provide photographs of the proposed licensed area Photos attached:



Do you hold or have ever held a street trading licence in the L B Hounslow? **YES/NO**
(If yes Please give details Inc., Number, location and dates)

SECTION 3 – Shop Front Display/Stall

Name of Pitch/Shop: Market Place, Brentford,

Address of Pitch/Shop Magistrates Court, Market Place, Brentford, London			
Town: Brentford		Postcode: TW8 8FJ	
What type of goods offered for sale/displayed on shop front/Stall? Paintings, prints, jewellery, ceramics, books, antiques, flowers, plants, fresh fruit and vegetables. Specialist hot and cold food and drink – will not sell anything that competes with existing outlets within 200 meters of the market.			
Size of pitch required (<i>measurements in Metres</i>) 3m by 3m or less with 1.5m left clear between each stall (8 pitches)			
Trading Times: Mondayam pm Tuesdayampm Wednesdayam pm Thursday am pm Fridayampm Saturday ..11.00...am - ... 5.00...pm Sunday 11.00....am -... 5.00 ...pm			
Where will the stall/shop front display be stored at the end of trading hours? Stall traders will take stalls home, any marketing materials provided by Johns&Co will be stored within the office.			
Stall Only: Please give details of employees:			
Full Name:	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 Tuesdayampm Wednesdayam pm Thursday am 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 Market Place, Brentford,	
Address of Pitch/Shop Magistrates Court, Market Place, Brentford, London	
Town: Brentford	Postcode: TW8 8FJ
Telephone No: [REDACTED]	Email: [REDACTED]
Size of area to be used for the ‘A’ Board/s (<i>measurements in Metres</i>)	
Height: 1.7mm	Depth: 0.7 mm

Trading Times:

Monday ...09.00...am – 6.00 pm
Tuesday ...09.00...am – 6.00..... pm
Wednesday ...09.00...am – 6.00 pm Thursday ...09.00...am –
6.00 pm Friday ...09.00...am – 6.00..... pm
Saturday ..10.00...am - ... 4.00....pm
Sunday 11.00....am -... 5.00 ...pm

Where will the 'A' Board or Display Objects be stored at the end of trading hours? When not in use, 'A' board will be able to stored in Johns&Co office.

SECTION 6 – Applicant Declaration

I/We declare that:

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



I have attached an accurate plan of the area to be licensed as required.



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 application fee: BACS

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

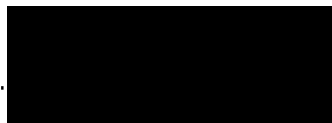
I request a call to take a card payment of the application fee



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 Date: 05/08/2025

Please return completed form to:

London Borough of Hounslow
Regeneration, Housing & Environmental Services - Licensing
7 Bath Road
Hounslow
TW3 3EB

Email - licensing@hounslow.gov.uk

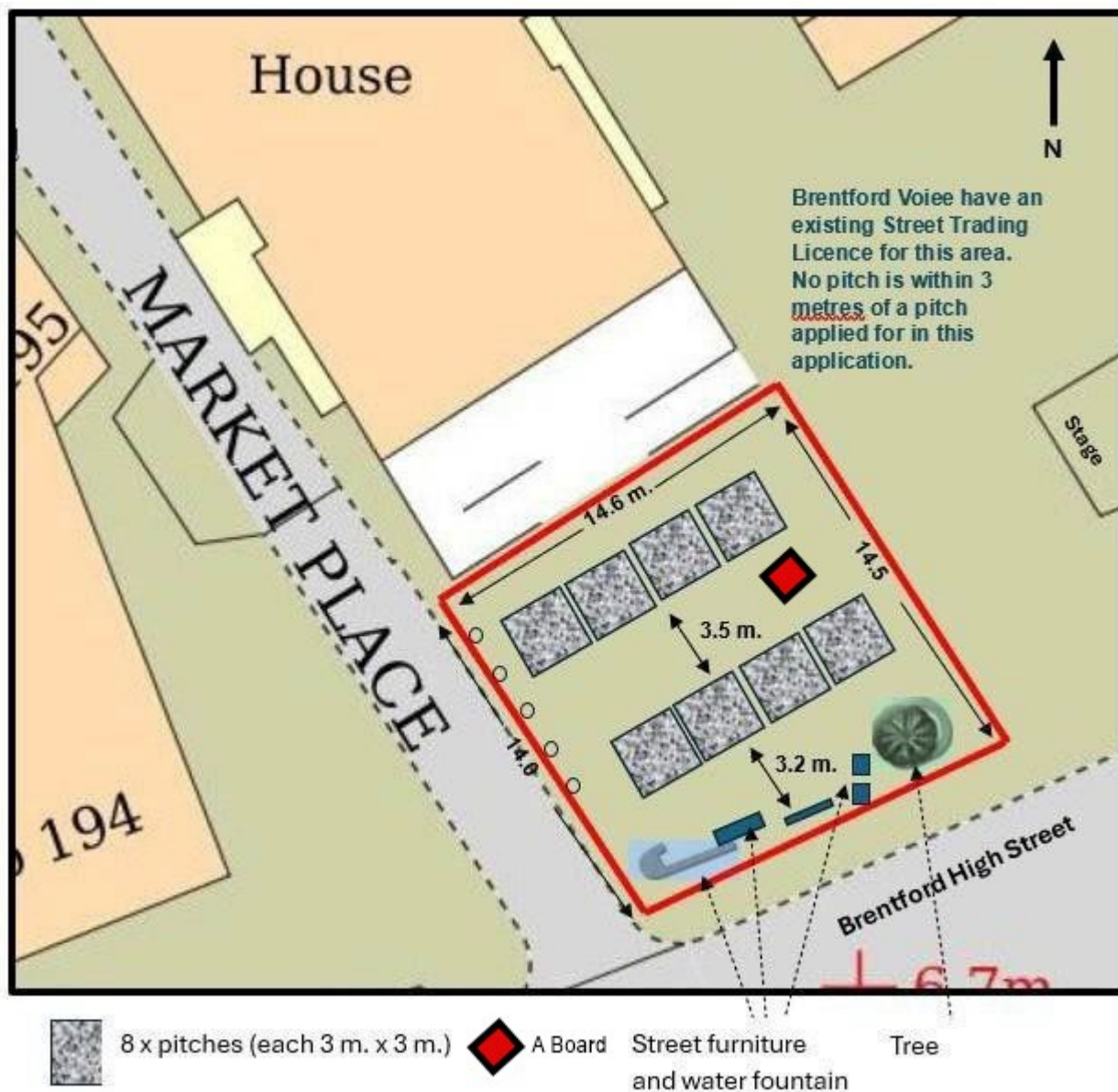
APPENDIX 1

Location Plan @ 1:2500



APPENDIX 2

Proposed Layout of Pitches



APPENDIX 3

Photographs



Looking to east



Looking to south



Looking to west



Looking to north