

TO:
 Dudley Metropolitan Borough Council
 Directorate of Corporate Resources
 Law and Governance
 Property Management & Valuations
 4 Ednam Road
 Dudley
 DY1 1HL

I/WE REQUEST PERMISSION TO HOLD A CAR BOOT SALE/TEMPORARY MARKET AND GIVE THE FOLLOWING INFORMATION:-	
OPERATOR'S NAME AND ADDRESS:	
TEL NO:	
E-MAIL ADDRESS:	
EXACT DATE(S) OF PROPOSED SALE(S):	
TIMES(S) OF PROPOSED SALE(S):	From: a.m./p.m. To: a.m./p.m.
PROPOSED VENUE OF SALE(S): <i>(Please give full address and indicate on the enclosed Plan the area to be used by vendors (edged in red) and car parking spaces available for visitors (edged in blue)):</i>	
NAME AND ADDRESS OF OWNER OF SITE: (If different from operator):	
HAS OWNER OF SITE GIVEN THEIR CONSENT? YES/NO.	
NO. OF CARS EXPECTED:	CHARGE PER CAR: £
NO. OF OTHER VEHICLES EXPECTED TO ATTEND (e.g. vans, lorries, trailers):	
DETAILS OF CHARGES PER VAN, LORRY, TRAILER, ETC:	
IF IT IS INTENDED TO ALLOW PEOPLE TO SELL FROM TABLETOPS/STALLS/STANDS/PITCHES (e.g. not from personal vehicle), GIVE DETAILS INCLUDING CHARGE/NUMBER:	
WILL THE SALE BE HELD: INDOORS <input type="checkbox"/> OR OUTDOORS <input type="checkbox"/>	

PURPOSE OF EVENT(S): <i>*Please tick as appropriate</i>	
*Charitable Purposes	<input type="checkbox"/>
*Fundraising/Not for Profit Organisation	<input type="checkbox"/>
*Promoted or Operated as a Business	<input type="checkbox"/>

TITLE OF CHARITY OR ORGANISATION BENEFITING FROM SALE (IF APPLICABLE):
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ADDRESS OF CHARITY OR ORGANISATION IF DIFFERENT FROM THAT OF OPERATOR:
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CONTACT:	TEL. NO.
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DETAILS OF ALL CAR BOOT SALES (OR MARKETS) HELD IN LAST 12 MONTHS BY APPLICANT WITHIN THE DUDLEY METROPOLITAN BOROUGH:
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DETAILS OF OTHER EVENTS HELD AT THIS VENUE IN THE LAST 12 MONTHS:

I HAVE READ THE CONDITIONS AND AGREE TO ABIDE BY THEM AND ENCLOSE HEREWITH THE INITIAL PROCESSING FEE OF **£109.20** (£91.00 + VAT) which is non refundable.

SIGNED:
(Operator)

PRINT NAME:

TEL NO:	DATE:
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PLEASE NOTE:

Responsibility for public liability insurance rests with the operator. Details can be obtained from any High Street Insurance Broker.

All operators should contact the Directorate of the Urban Environment on 01384 814136, to ascertain whether or not planning permission is required.