



**STREET TRADING WAITING LIST APPLICATION FORM FOR OULD LAMMAS FAIR
ON MONDAY 24th & TUESDAY 25th AUGUST 2026**

Please complete the application form in **BLOCK LETTERS** using **BLACK INK**:

I hereby apply to Causeway Coast & Glens Borough Council, being the local authority, for a licence under the Street Trading Act (NI) 2001.

Name: _____

Trade Name: _____

Address: _____

Postcode: _____

Telephone No: _____

Email (REQUIRED): _____

Please include an up-to-date email address to ensure efficient correspondence. Council's Environmental Services Health & Safety Section and Events Section will also contact you with information/updates by email.

Date of Birth: _____

Type of goods or services intended to be traded: _____

Type and dimensions of stall/receptacle/equipment to be used: _____

Preferred Location: _____

Name and address of any other person(s) employed to assist: _____

Date of birth of assistant(s): _____

Type of Temporary Street Trading Licence Requested (Please tick)

- Stationary Mobile (mobile licenses are only suitable for a trader that moves from place to place. Not available for hot food commodities)

Preferred Area (Please tick)

- Ann Street (arts/crafts/speciality foods only) Beechwood Avenue Castle Street The Diamond
 Market Street Quay Road

Details Required for Stationary Licence - Stall size requested (Please tick)

- 3.00m x 3.00m - Ann Street (arts/crafts/speciality foods only) - £145*
 3.65m x 1.82m – single pitch - £175.00*
 7.30m x 1.82m - double pitch - £350.00*

***Fees subject to review**

Please note that your application will not be considered if the receptacle/stall (including gazebos) from which you intend to trade exceeds the trading pitch dimensions as stipulated above.

If a hot food or ice cream trader please give registration number and size dimensions of receptacle (including if it has a tow bar attached)

Vehicle Registration Mark: _____ Receptacle Dimensions: _____

Power Supply Type (if applicable) _____

(NOTE: It is the responsibility of the stall holder to provide their own power supply)

PLEASE NOTE

1. A licence is issued to an applicant. In the case of a business please provide details of the person who will be holding the licence.
2. Any person who in connection with an application for the grant, renewal or variation of a street trading licence makes a statement which he knows to be false shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 3 on the standard scale.
3. If an offer is made and not accepted/validated* within 7 days from the date of offer it will be assumed that you do not wish to obtain a licence and the pitch will be offered to another trader. *An application is only deemed valid if payment, passport sized applicant ID photograph and photograph of stall/receptacle from which trading will take place (including vehicle registration mark where applicable) have been received to facilitate the processing of it.
4. If a temporary street trading licence is issued the holder should note that the size of the area provided to trade must not be exceeded. Stalls (including gazebos) are not to encroach onto other pitches, roads or open areas.
5. The supply of BB Guns, crossbows or goldfish, either by offering for sale or as a prize, is prohibited.
6. Compliance monitoring on the days of the Fair will be ongoing to ensure the conditions of respective licenses are being adhered to. Witnessed offences could result in formal action being taken under the above legislation and the licence may not be renewed for the following year's Lammas Fair.
7. Council recommends that all licensed street traders hold current public liability insurance cover for the protection of themselves and the public.

Completed waiting list applications will be dealt with on a first received first served basis after renewals have been dealt with. This process commences at the start of May 2026.

Council will try to accommodate waiting list applications however this depends on pitch availability and I should advise that there is no guarantee that you will be offered a trading location.

Signature of Applicant: _____ **Date:** _____

Completed application forms and documentation should be returned by either:

Email: environmentalhealth@causewaycoastandglens.gov.uk

or

Post: Environmental Services Department, Licensing Section, Riada House, 14 Charles Street, Ballymoney BT53 6DZ