



Brent

London Local Authorities Act 1996 Application to Hold an Occasional Sale

Please complete all boxes

1. Name of Applicant

2. Address of Applicant

3. Address (Location) of Proposed Sale

4. Either draw or provide a separate plan of the property to be used for the sale showing entrances/exits, parking areas, buildings and sales areas.

5. Date of Proposed Sale

6. Starting time

7. Finishing time

8. Number of stalls or pitches

9. Name & Address of Person Receiving Complaints

10. Estimated Attendance

11. Proposed Arrangements for Parking

12. Arrangements for Controlling Traffic

13. Arrangements for Controlling Noise

14. Arrangements for Controlling Litter

15. Signature of Applicant

16. Date of Application

❖ After completion please send with the appropriate application fee to:-

**Brent Council, Regulatory Services, Brent Civic Centre, Engineers Way, Wembley, HA9 0FJ
Email: Business.licence@brent.gov.uk**

❖ Applications must reach us at least 42 days before the date of the proposed sale.

❖ Application fees are based on the following charge:-

£179.00 plus £10.00 for each stall or pitch (non educational establishments).

£89.00 plus £5.00 for each stall or pitch (educational establishments)

❖ Cheques should be made out to "London Borough of Brent"

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with law enforcement agencies and other bodies responsible for auditing or administering public funds for these purposes.