

Northampton Market Trader Application Form

You will need to complete this application form as part of the process to become a Market Trader on Northampton Market. **Northampton Borough Council reserves the right to refuse any application or to vary the terms of offer.**

Section One - Information About You

In this section you are required to give the personal information of the applicant(s). The applicant(s) is/are the people who will stand on the market stall. There is space for up to two applicants below but if there are more than two applicants, please include their details on a separate sheet. Please note that unless indicated otherwise, applicant one will be used as the principle address for correspondence. All applicants will be joint and severally liable for any debts owed to Northampton Borough Council.

	<u>Applicant One</u>	<u>Applicant Two</u>
Title (Mr Mrs Miss Ms Other)		
First Name		
Surname (Last Name)		
Full address		
	Post Code	Post Code
Telephone Numbers and Email	Home: Mobile: Email:	Home: Mobile: Email:
Date of Birth		
National Insurance No.		
Current Occupation		
Business Name		
<u>VEHICLE DETAILS</u> Make, Model & Registration <u>Original Proof of Insurance</u> and <u>Current Driving Licence</u> <u>MUST</u> be provided		
<u>PUBLIC LIABILITY INSURANCE</u> £5million Insurer Policy/Membership number Expiry Date <u>Original proof required</u>	(Please call Market Office for advise on how to get these if you are unsure)	
<u>SUPPORTING INFORMATION</u> Photo ID (one) Proof of Address – (at least 2) showing current address documentation <u>must be less than 3 months old</u>	E.g. Valid Passport, UK photo card driving licence, Valid Photo Identity Card (EU) E.g. UK Photo Driving Licence with supporting paperwork (see above) Bank, Building Society or Mortgage Statement. Utility bill: electricity, gas, water, phone TV Licence Credit card, Store card or Mail Order catalogue statement	

Section Two – Goods or Services you intend to sell

Please provide a detailed description of the goods you would like to sell. Please avoid using general terms such as ladies fashion, clothes or electrical goods etc as these will slow down your application. If you are a new trader and intending to enrol for our Market Traders Start-Up Programme, your personal business adviser will help you to consider the goods or services you will sell as part of developing your business plan. Information in your approved business plan will take precedence over the information provided below.

Section Three – Market Traders Start-up Programme

The questions in this section relate to our **FREE Market Traders Start-up Programme**. It is an excellent programme for people who wish to start trading from Northampton Market. We recommend that you enrol for this programme and at the end your business may qualify for 50% rent discount for up to six months. Even if do not qualify for the discounted rental period, the skills you will receive will benefit your business. We therefore recommend that you go through Market Trader Start-up Programme.

- Yes No
1. Are any of the applicants listed in Section One currently trading from Northampton Market?
If you have answered YES, please provide details of the market stall and the days you trade.

- Yes No
2. Have any applicants in Section One traded from Northampton Market in the last 12 months?
If YES, please provide details of the stall and dates when they last traded from Northampton Market.

Applicants Name	Name of Stall	Last date when traded on Northampton Market

Yes **No**

3. Are any of the applicants listed in Section One currently trading on other Markets that fall outside the control of Northampton Borough Council?

If you have answered YES, please provide details of these Markets and which day(s) you trade there.

Name of Market	Length of time trading	Days you trade on this Market

Yes **No**

4. Have any of the applicants completed a Business Link business Start-Up Programme in the past two years?

5. I do not wish to enrol in the Market Traders Start-Up Programme and do not wish to be considered for a discounted rental period.

Section Four - Declaration

I / We hereby declare that I / We submit this application on my/our own behalf and not as agents or nominees for any other person or company.

Your application may be rejected if the status check reveals you owe any outstanding charges, fees or rent to Northampton Borough Council.

I / We hereby declare that I / We are aged 18 years or older
(Applications received for the Business Link Start-Up Programme from persons under the age of 18 years will not be accepted).

	Applicant One	Applicant Two
Signed:		
Name:		
Date:		

In case of a joint application, all partners must sign the application form.

Section Four must be signed by all applicants, including those not wishing to enrol in the Business Link Start-Up Programme.

Section Five – Equal Opportunities Monitoring

Northampton Borough Council takes equal opportunity matters very seriously. As a condition to trading from the Market you will be required to adhere to the Council's Equalities Policies.

Please describe your racial origin below

British	<input type="checkbox"/>	Pakistani	<input type="checkbox"/>
Irish	<input type="checkbox"/>	Bangladeshi	<input type="checkbox"/>
Other White	<input type="checkbox"/>	Other Asian	<input type="checkbox"/>
Whit & Black Caribbean	<input type="checkbox"/>	Black Caribbean	<input type="checkbox"/>
White & Black African	<input type="checkbox"/>	Black African	<input type="checkbox"/>
White & Asian	<input type="checkbox"/>	Other Black	<input type="checkbox"/>
Other Mixed	<input type="checkbox"/>	Chinese	<input type="checkbox"/>
India	<input type="checkbox"/>	Other ethnic Group	<input type="checkbox"/>

Gender

I am Female

I am Male

Disability

Do you consider yourself to be a disabled person?

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

Section Six – What To Do Next

Please return this completed application form to the address below.

If you require any further help or information please do not hesitate to contact the Market Office – details below.

Northampton Borough Council
Market Office
6a Market Square
Northampton
NN1 2DL

01604 635257

markets@northampton.gov.uk

Market Office open Tuesday to Saturday 8.00am to 4.30pm