



OCCASIONAL SALES

Notification by *Promoter/Premises Occupier or Owner (*Delete as appropriate)

Please note: A notification is required from each party

Please use **BLOCK LETTERS**. Where a full name is required give all forenames.

1. Name and address of premises where sale is to be held:
.....
..... Postcode: Tel No:

2. If only part of the premises will be used for the sale, please specify (e.g. lounge, car park):.....
.....

3. Date(s) of sale:

4. Time of sale: From: am/pm To:am/pm
(If more than one day please specify times for each day if they vary)

5. Nature of goods/services to be provided at the sale:.....
(If the event is a car boot sale it is sufficient to enter 'car boot sale')

6. Expected attendance by the public (please tick as appropriate):
Less than 200 200 to 500 500 to 1000 1000 to 3000 More than 3000

7. Full name and address (other than the address temporarily occupied for the purpose of the sale) of every person who will hold or promote the occasional sale (i.e. the organisers):
Name:
Address:
..... Postcode:.....
Name:
Address:
..... Postcode:.....
Name:
Address:
..... Postcode:.....

8. Full name and address of person appointed to deal with complaints:
Name:
Address:
..... Postcode:.....

9. Your contact details – Full name:.....
Address:
..... Postcode: Tel No:

PLEASE NOTE

This notification must not be construed as an authorisation to hold an occasional sale. The Promoter and/or Premises Occupier should ensure that they have appropriate permission and that they comply with other relevant trading laws. For more information on permission to hold an occasional sale contact the City Council's Markets & Fairs Service on 0115 876 1960.

Personal information provided on this form will only be used for the purposes specified in the Nottingham City Council Act, the detection and prevention of crime and fraud, and the apprehension and prosecution of offenders unless required by other legislation. The data will not be passed on to any organisation other than for these purposes.

**Completed forms to be posted, e-mailed or faxed to LH BOX 43, Community Protection, Trading Standards, Loxley House, Station Street, Nottingham NG2 3NG Fax: 0115 8445019
E-mail trading.standards@nottinghamcity.gov.uk Tel: 0115 8445018 NCCA.4**