

## Street Furniture Permit Application Form

### Applicant details

Name of applicant

Address of applicant

Alternative address for correspondence

Telephone number

Mobile number

Email address

### Details of premises to be licensed

Name of premises

Address of premises

Nature of business,  
eg café, restaurant

Do you have day-to-day management of the business ?

☐ Yes ☐ No

Are you the freeholder of the business?

☐ Yes ☐ No

Are you the leaseholder of the business?

☐ Yes ☐ No

Are you the owner of the business?

☐ Yes ☐ No

Please describe the type of  
street furniture to be used  
e.g. tables & chairs, street  
shelving.

Please give the size of the area to be used in square metres.

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Please give the days and times the street furniture will be used.

Day	✓	Start time	End time
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

If you have an existing licence please give the reference number and expiry date.

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Date

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**This application must be accompanied by** (please tick)

- |   |  |
|---|--|
| <input type="checkbox"/> 25% of the application fee   | <input type="checkbox"/> Proof of public liability insurance, the minimum value insured shall be £10 million.      |
| <input type="checkbox"/> Plan/map. Preferably to the scale 1:100 or 1:50, showing the area requiring permission, the proposed location of the tables and chairs and/or any other objects. | <input type="checkbox"/> Confirmation whether or not planning permission is required from the planning department. |
| <input type="checkbox"/> A photograph of the proposed street furniture  | <input type="checkbox"/> Confirmation whether or not permission is required from the land owner                    |
| <input type="checkbox"/> A site specific risk assessment.   |  |

The council will affix an A4 notice at or as near as possible to the site within five working days after the application is submitted. The council will also serve a copy of the notice on the owner or occupier of the premises and other premises likely to be affected. The consultation period is 28 days and the council will notify the applicant of the consultation end date. The council will not grant the permit until it has taken in to consideration all representations made in connection with the application.

The remaining balance of the application fee and any land hire charge must be paid in full prior to the permit being issued.

This authority is under a duty to protect the public funds it administers, and may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information, see [www.iwight.com/nfi](http://www.iwight.com/nfi) to view the Level 2 notice.

I wish to apply for a street furniture permit. I declare that I have checked the information given on this application form and to the best of my knowledge and belief it is correct. I understand that a false or misleading statement, or that withholding relevant information, may result in the refusal or revocation of the permit and/or may render me liable to prosecution.

Signed

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Date

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**Licensing Section, County Hall, High Street, Newport, Isle of Wight, PO30 1UD**  
**Tel. 01983 823159 Email: [licensing@iow.gov.uk](mailto:licensing@iow.gov.uk)**

The Isle of Wight Council is the data controller for the personal information you provide on this form. The council's data protection officer can be contacted at [dpo@iow.gov.uk](mailto:dpo@iow.gov.uk). You can contact the council by phone on 01983 821000, or by writing to us at County Hall, High Street, Newport, IW PO30 1UD.

For office use only	Receipt number	Reference number