



**Civic Government (Scotland) Act 1982
Application for the Grant/Renewal
of a Second Hand Dealer's Licence**

Each question must be answered

1. To be completed if an individual is making the application

Full Name	Surname		First Name	
Home Address (Including Postcode)				
Telephone Number				
Age, Date & Place of Birth	Years	Date of Birth	Place of Birth	
National Insurance Number				
Is applicant to carry out day-to-day management of the private market? If NO, give full name, address, date of birth and telephone number of any employee or agent who will be involved in the management.	Yes/No			

2. To be completed if not a natural person (e.g. company or partnership)

Full Name	Surname		First Name	
Address (including Postcode) of Principal or Registered Office				



Telephone Number	
Name, Private Address, Dates of Birth of Directors, Partners or other Persons Responsible for its Management e.g. Office Bearer of a Committee	
Full Name, Address and Date and Place of Birth of Employee or Agent to carry on day-to-day management of the activity	

To be completed by all Applicants

Name (if any) and address of premises for which a licence is required (hereinafter called "the premises")	
Specify days and times when it is proposed the premises will be open for the purpose of the purchase and sale of second hand goods	
State nature of goods in which it is proposed to trade	
State address of premises at which goods will be stored when not being offered for sale.	
State where record of sales will be kept if not at the premises	



Subject to the provisions of the Rehabilitation of Offenders Act 1974, state below particulars of any **convictions or pending cases** against you and the person(s) named in Sections 2 and 3 above (continue on a separate sheet, if necessary). (If none, please state "NONE".)

Name	Date	Court	Offence	Sentence
Has any party named in 1 or 2 above previously held or currently hold a second hand dealer's licence?	Yes/No			
If yes, which Authority granted the licence?				
When did/does it expire?				
Has any party named in 1 or 2 above ever applied for and been refused a second hand dealer's licence or for any other activity?	Yes/No			
If yes, which Authority refused the licence?				
When was it refused?				

(A) I/WE declare that I/we shall, for a period of 21 days commencing with the date hereof, display at or near the premises so that it can conveniently be read by the public, a notice complying with the requirements of paragraph 2(3) of Schedule 1 of the Civic Government (Scotland) Act, 1982.

Or



(B) I/WE declare that I am/we are unable to display a notice of this application at or near the premises because I/we have no rights of access or to her rights enabling me/us to do so, but that I/we have taken the following steps to acquire the necessary rights, namely:- (Here specify steps taken)

But have been unable to acquire those rights.

(C) I declare that the particulars given by me on this form are correct to the best of my knowledge and belief.

Signature of Applicant or Agent

.....

Agent's Address

.....

Position of applicant in Company/Partnership if not otherwise stated

.....

Date

N.B. Any person who in or in connection with the making of this application makes any statement which he knows to be false or recklessly makes any statement which is false in a material particular, shall be guilty of an offence and liable, on summary conviction to a fine not exceeding £500

Delete (A) or (B) as appropriate. Where declaration (A) is made there must be produced in due course a Certificate of Compliance with paragraph 2(2) of Schedule 1 to the Civic Government (Scotland) Act 1982.

Please return the completed form together with the relevant fee to:

**The Licensing Administrator
Clackmannanshire Council
Kilncraigs
Alloa
FK10 1EB**

If you require any further information please contact the Licensing Administrator on telephone number 01259 452093 or email address licensing@clacks.gov.uk