

Licence Application for Hawkers, Mobile or Travelling Shops, Stands or Stalls and including "Organised Events"



Send to: Chief Executive
Waitakere City Council
Private Bag 93109
Henderson
WAITAKERE 0650

Deliver to:
Waitakere Central
6 Henderson Valley Road
Henderson
Telephone (09) 839 0400
Facsimile (09) 836 8001

I _____ otherwise known as _____

Hereby apply for: _____
(name of applicant) (name of business)

Please tick the box applicable to the licence type required:

- | | |
|---|--|
| <input type="checkbox"/> Hawkers Licence
(door to door selling) | <input type="checkbox"/> Mobile/Travelling Shop Licence
(when stationary for less than 10 minutes) |
| <input type="checkbox"/> Stand or Stall Licence
(when stationary for more than 10 minutes) | <input type="checkbox"/> Organised Event
(multiple stalls, one off event, covered with a blanket licence) |

Address of applicant: _____

Applicant's day time phone number: _____ Cell phone no: _____

Description of goods to be sold: _____

Name of Organised Event (if applicable): _____
Please complete the relevant box based on the licence required, as ticked above

Location of area/s in which you intend to hawk: _____

Registration number of motor vehicle(s) to be used (include all cars, vans, trucks, trailers, caravans etc): _____

Trading name of vehicle(s): _____

Stand or Stall Licence/ organised event: _____

Location(s) of stand /stall /organised event: _____

Date(s) to be covered by the licence: _____ Start and finish times: _____

Please attach to this application a written reference from a reputable person that testifies as to your good character.

Fee including GST: \$ (code to PW "Health : pre-payment")

Date form completed: ____ / ____ / ____ Signature of Applicant: _____

Refer to the Regulatory Fees and Charges Schedule on our website: www.waitakere.govt.nz.

Please complete details below if this licence is to be used for charitable/fundraising purposes (including raising funds for bonafide clubs or societies, school or church activities).

Licences used for charitable purposes (fees may be waived, determined case by case)

Name of charity, club, society, school, church etc: _____

The street address: _____

Name of executive member/principal/minister etc who is providing a letter on the organisation's letterhead confirming proceeds from the charitable/fundraising event is being received by them:

Their day time contact number _____ Cell phone no: _____

People of fund raising (ie. what the funds are to be used for): _____

What amount of percentage of money is to be given to the charity/school/church? _____

Letter from the executive member/principal/minister confirming proceeds to be received by the organisation is attached: Yes / No (Please circle)

Notes

1. All licence applications except renewals, are required to provide evidence of the applicants good character. Accordingly, the applicant must provide a written character reference from a reputable person (e.g. family doctor, lawyer, accountant, Minister of Religion, Local Councillor, JP, employer, MP, Community Constable etc).
2. It is the responsibility of the applicant to ensure that they have obtained the necessary Resource Consent(s), if such a consent is required. Please contact Council's Consent Services staff for advice and assistance.

For Office Use Only

Licence Approved / Declined EHO: _____

Period covered: _____ Date: _____

Licence No: _____

Date Issued: _____

Receipt Details Entered

Entered into Register By: _____ By: _____

Date: _____

Reference received from reputable person: Yes / No (Please circle)

If charity/fundraiser letter from executive member/principal/minister received: Yes / No (Please circle)