

APPLICATION FORM FOR OCCASIONAL TRADING ACTIVITIES

(Section 102(3) of The Local Government Act 2003 as subsequently amended)

Ref No:

Name of Applicant: Mr/Mrs/Miss/Co/Soc:

NIC/Company Registration No. :

Name of representative & NIC (In case of company).....

Address of Applicant/Company/Soc:

Phone: Fax No: E-mail address:

Nature of Occasional trading activities:

1. 4.

2. 5.

3. 6.

Address and situation of premises on which it is proposed to conduct the Occasional Activity:

.....

Number of stalls in case of trade fair.....

Date(s) and time of Occasional Activity:

Specify whether:

(a) Music will be played during event	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
(b) Food will be prepared and sold during event	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Date:

Signature of Applicant:

Documents to be attached with this application form (where applicable)

- | | |
|--|--------------------------|
| 1. Written consent from the owner/manager of the premises/site | <input type="checkbox"/> |
| 2. Clearance from the Police Department | <input type="checkbox"/> |
| 3. Clearance from the Ministry of Health | <input type="checkbox"/> |
| 4. Clearance from the Ministry of Business Enterprise and Cooperatives | <input type="checkbox"/> |
| 5. Clearance from MASA | <input type="checkbox"/> |
| 6. Clearance from the Road Development Authority | <input type="checkbox"/> |
| 7. Location plan of premises | <input type="checkbox"/> |
| 8. Clearance from M.R.A. | <input type="checkbox"/> |
| 9. Fire Certificate | <input type="checkbox"/> |
| 10. National Identity Card / Certificate of Incorporation & Copy of Business Registration card | <input type="checkbox"/> |
| 11. Others: | <input type="checkbox"/> |

For office use only :

Date referred to Permits & Business Monitoring Committee:

Date of PBMC:

Decision of PBMC:

Date paid:

Amount paid:

Receipt No:
