



Application for a pitch on the Framlingham Saturday or Tuesday Market Market Hill Framlingham

Please complete this application in full and return to:

For Office Use Only

Mrs Eileen A Coe
Framlingham Town Council
10c Church Street
Framlingham
Suffolk
IP13 9BH

Email: townclerk@framlingham.com

Date received:		Food Hygiene Certificate received:	
Decision:		Alcohol Licence received:	
Applicant notified:		TC signed Licence issued:	
Market Regs sent:		Laminated Parking Permit issued:	
£10 admin fee paid:		Signed Licence received:	
PLI /NMTF received:		Contact Consent Form received:	

Title: <small>* Please delete as appropriate.</small>	Mr / Mrs / Miss / Ms								
Name:									
Trading Name: <small>* If applicable</small>									
Address:									
Post Code:									
Telephone :									
Mobile:									
Email address:									
Market Day/s required: <small>* Please tick</small>	Saturday		Tuesday		Size of pitch required (FT): <small>* minimum size 6ft</small>	FT	Electric essential: <small>* Please tick</small>	Yes	
							No		
Detail of goods to be sold: <small>* more space on next page if needed</small>									

I hold a current valid Public Liability Insurance Certificate suitable for Market trading or NMTF membership. * Please tick	Yes	I have provided a copy of my PLI Document/ NTMF card with this application.			
	No	I will take out if my application is successful.			
I have provided a copy of my Food Hygiene Certificate. * Please tick	Yes		N/A		
Vehicle Registration Number (for Saturday parking only) max 4					

Applications will be considered at the next available meeting of the Lands and Markets Committee.

Once approved you will be notified in writing and will receive a copy of the current Framlingham Market Regulations, Saturday Market Traders Parking explanatory letter & map, GDPR Privacy Notice & Contact Consent Form.

After notification, to progress your application further you are required to pay a £10 admin **fee (please notify the town Clerk with date payment made)** and to have provided all the required documentation/information, as stated above, before an Annual Licence to trade on the market can be issued and your Parking Permit if applicable.

To complete the process a signed copy of your Licence and Contact Consent Form will need to be received at the Town Council Office within the required period and before you trade on Framlingham Market.

**Regulars pay £1.10 per foot April - September and £0.90 per foot October – March.
Payment to be made quarterly in advance on receipt of invoice.**

**Casuals pay £1.60 per foot April –September and £1.40 per foot October – March.
Payment to be made on a weekly basis to the Market Supervisor-Darren Smith – (Fish Stall)**

Electricity is available at a cost of £3.50 per day

(Once established traders can pay in advance per quarter and benefit from a reduction of 10% off the pitch fee for prompt payment).

The Market rents and regulations are reviewed annually and a copy of the market regulations is available on request or can be downloaded from www.framlingham.com.

**Additional space if needed.*