



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
The Old Court House
Bridge Street
Framlingham
Suffolk
IP13 9AJ
townclerk@framlingham.com

Date received:		PLI /NMTF received	
Decision:		Food Hygiene Certificate received	
Applicant notified:		Signed Parking Permit Received:	
Market Regs sent:		TC signed Licence and laminated Parking Permit issued	
Parking Permit sent			
£10 admin fee paid:		Signed Licence received	

Title: <i>* Please delete as appropriate.</i>	Mr / Mrs / Miss / Ms					
Name:						
Trading Name: <i>* If applicable</i>						
Address:						
Post Code:						
Telephone :						
Mobile:						
Email address:						
Market Day/s required: <i>* Please tick</i>	Saturday		Tuesday		Size of pitch required (FT): <i>* minimum size 6ft</i>	FT
Detail of goods to be sold: <i>* more space on next page if needed</i>						

I hold a current valid Public Liability Insurance Certificate suitable for Market trading or NMTF membership.	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. <i>* Please tick</i>	Yes		N/A		

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

Once approved you will be notified in writing and will receive a copy of the current Framlingham Market Regulations and a Parking Permit to complete and return (for the Saturday market only).

After notification, to progress your application further you are required to pay a £10 admin fee and to have provided all the required documentation, as stated above, including your completed parking permit, for authorisation and lamination, before an Annual Licence to trade on the market can be issued and your Parking Permit returned.

To complete the process a signed copy of your Licence will need to be received at the Town Council Office within the required period.

**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.*