 Warwick District Council

Riverside House

Milverton Hill

Royal Leamington Spa

CV32 5HZ

**Email** events@warwickdc.gov.uk

**Tel** 01926 456012

**Market Application Form**

FOR HOLDING A MARKET IN WARWICK DISTRICT

Please note that you must complete this form in order for the District Council to process your market application.

**Send this completed form to** [**events@warwickdc.gov.uk**](mailto:events@warwickdc.gov.uk) **no later than 1 month prior to the proposed date of your market.** Without a completed form, we may not have the necessary information to make a decision on your application.

The personal data contained in this application will only be shared with relevant consultees, with whom the Council works to ensure that the necessary consents are in place.

Your personal data will be kept for 7 years and will be securely destroyed after this time.

You have the right to access your personal data and to complain if you think your data is being used incorrectly. You may also have other rights, such as to have your data corrected or erased. For full details on your personal data rights please see the Council’s main Privacy Notice on: [Warwick District Council's website](http://www.warwickdc.gov.uk/).

For the Data Controller and Data Protection Officer’s contact details and further information please see the Council’s main Privacy Notice on: [Warwick District Council's website](http://www.warwickdc.gov.uk/).

|  |  |
| --- | --- |
| **Market Application Details** | |
| **Preferred location** |  |
| **Preferred date and opening hours** |  |
| **How often would the market happen?** |  |
| **Description of Market and full range of goods you intend to sell** |  |

|  |  |  |
| --- | --- | --- |
| **Contact information** | |  |
| **Name of Organisation** |  |
| **Name of Applicant** |  |
| **Address** |  |
| **Telephone number** |  |
| **Alt. telephone number** |  |
| **Email** |  |
| **Name of any person/s who are responsible on the day(s) and how to contact them** | |  |
| **Name** | **Mobile phone** |
|  |  |
|  |  |
|  |  |
| **Can we give these phone numbers to people making general enquiries about your market?** | Yes  No |

|  |  |
| --- | --- |
| I hereby apply, on behalf of the above named Organisation,  for permission to use the site and facilities detailed in this application, for a market. | |
| **Signed** | **Responsible Person or Authorised Agent(s)** |
| **Date** | /     / |