

# Depute Chief Executive – Education People and Business

Application for

## Temporary Second Hand Dealer Licence

Civic Government (Scotland) Act 1982



sustainable thriving achieving

**East Dunbartonshire Council**

www.eastdunbarton.gov.uk

### For Office Use only

Date Received	Fee Paid	Date Passed to Consultees	Decision	Licence No

**Please note, you can complete this form on your computer or alternatively, print and complete in ink using block capitals.**

### 1. Application Details

To be completed if applying as an individual				
Full Name				
Home Address				
Telephone Number				
Business Address				
Telephone Number				
Trading days and Hours				
Date of Birth		Age		
Place of Birth				
Is applicant to carry out day to day management of the business as a Second Hand Dealer?			<input type="checkbox"/> YES / <input type="checkbox"/> NO	
If NO, give full name, private address, date of birth, place of birth and telephone number of any Agent/ Employee responsible for management				
Full Name				
Private Address				
Telephone Number				
Date of Birth		Place of Birth		

When completed post to Licensing Team, East Dunbartonshire Council Headquarters, 12 Strathkelvin Place, Kirkintilloch, G66 1TJ **OR** deliver in person to the Community Hub, William Patrick Library, 2-4 West High Street, Kirkintilloch, Glasgow, G66 1AD, Community Hub, Bearsden Library, 69 Drymen Road, Bearsden, G61 3RJ, Community Hub, Bishopbriggs Library, 170 Kirkintilloch Road, Bishopbriggs G64 2LX or Community Hub, 46 Main Street, Lennoxton, G66 7JJ together with the appropriate fee.

## 2. Application Details

To be completed if applying as a Non Natural person (e.g. Company or Partnership)

Company Name			
Company Address			
Telephone Number			

Full names private addresses, dates of birth and places of birth of Directors, Partners or other persons responsible for the management of the Company.

Full Name			
Private Address			
Date of Birth		Place of Birth	

Full Name			
Private Address			
Date of Birth		Place of Birth	

Trading Days and Hours of the Company			
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Full name, address, date of birth and place of birth of any employee or agent responsible for the day to day management of the business

Full Name			
Private Address			
Date of Birth		Place of Birth	

## 3.

Name and Address of Premises at which goods will be stored/sold.			
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## 4.

Does any person named hold or have previously held a Second Hand Dealer's Licence?	<input type="checkbox"/> YES / <input type="checkbox"/> NO
If YES, by which Authority and when.	

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## 5. Criminal Convictions

Subject to the provisions of the Rehabilitation of Offenders Act 1974 and the Rehabilitation of Offenders Act 1974 (Exclusions and Exceptions) (Scotland) Order 2003 state below particulars of ALL convictions recorded against you including details of Fixed Penalties and Conditional Offers issued by the Police or Procurator Fiscal. **NB. RECENT CHANGES TO THE LAW MEAN THAT ALL CONVICTIONS REQUIRE TO BE LISTED ON THE APPLICATION FORM.**

Name of Person	Date	Court	Offence	Sentence

**ALL OFFENCES MUST BE DECLARED**

## 6. Declaration

I have read and understand the requirements of the section relating to previous convictions.

I declare that the particulars given by me on this form are true and I hereby make application for the licence applied for. I consent to the sharing of my personal information as provided above. I enclose a fee of £43.00

Signature

Date

**Any person who in or in connection with the making this application, makes any statement which they know to be false or recklessly makes any statement which is false in a material particular shall be guilty of an offence and liable, on summary conviction, to a fine not exceeding level 4 on the standard scale (currently £2500).**

### Data Protection Act 1998

The information provided by you on this form will be processed by East Dunbartonshire Council in accordance with the Data Protection Act 1998. This data, together with information provided by relevant third parties, will be used in considering and determining your application. Your application will be forwarded to other consultees, including Police Scotland. Further, in order to verify the accuracy of the information you provide, and in order to detect and prevent fraud, your information may be shared within East Dunbartonshire Council or with other Local Authorities and external agencies which handle, audit or administer public funds. In addition, the Council may share information provided by you with the Home Office of other immigration agencies.

For further information, see East Dunbartonshire Council National Fraud Initiative website

(<https://www.eastdunbarton.gov.uk/nfi>) or contact The Council's key National Fraud Initiative contact on 0141 574 5651.

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## Other Formats & Translations

This document can be provided in large print, Braille or on CD and can be translated into other community languages. Please contact the Council's Corporate Communications Team at 12 Strathkelvin Place, Kirkintilloch, G66 1TJ, tel 0300 123 4510

本文件可按要求翻譯成中文，如有此需要，請電 0300 123 4510。

اس دستاویز کا درخواست کرنے پر (اردو) زبان میں ترجمہ کیا جاسکتا ہے۔ براہ مہربانی فون نمبر 0300 123 4510 پر رابطہ کریں۔

ਇਸ ਦਸਤਾਵੇਜ਼ ਦਾ ਮੰਗ ਕਰਨ ਤੇ ਪੰਜਾਬੀ ਵਿੱਚ ਅਨੁਵਾਦ ਕੀਤਾ ਜਾ ਸਕਦਾ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ 0300 123 4510 ਫੋਨ ਕਰੋ।

Gabhaidh an sgrìobhainn seo cur gu Gàidhlig ma tha sin a dhìth oirbh. Cuiribh fòin gu 0300 123 4510

असुरोध करने पर यह दस्तावेज़ हिन्दी में भाषांतरित किया जा सकता है। कृपया 0300 123 4510 पर फ़ोन कीजिए।

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