

Mobile Shops, Hawkers and Itinerant Traders

Information and Application Form See the Gisborne District Mobile Shops, and Other Traders Bylaw 2014 for further details.

Definitions

Mobile shop - A mobile shop is a vehicle from which goods are offered for sale in the street.

Hawker – means any person who carries or takes about any goods, or merchandise for unsolicited sale to others not being a commercial traveller nor the keeper of a mobile shop.

Itinerant Trader - includes a person who promotes or offers for sale any goods or merchandise (either by his or herself or by persons employed by him or her) to the public in the District where that person:

- a) has not been a continuous resident for a period of at least six calendar months prior; or
- b) Has not operated a business from premises within the District offering similar goods and merchandise for a period of at least six calendar months prior.

For the avoidance of doubt this definition does not include any hawker, keeper of a mobile shop or commercial traveller.

<p>Information Required with Applications – PLEASE ENSURE ALL INFORMATION IS SUBMITTED TO AVOID DELAYS IN PROCESSING.</p>
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- | |
|---|
| <input type="checkbox"/> Completed application form |
| <input type="checkbox"/> Police Check Form - Completed for the applicant |
| <input type="checkbox"/> Registration numbers, make and model of vehicles or trailers used for mobile shops are to be included on each licence application. |
| <input type="checkbox"/> Two written character references attesting to the character of the applicant. |
| <input type="checkbox"/> A copy of your Notice of Registration if you are selling food. |
| <input type="checkbox"/> Payment of your fee as required. |
| <input type="checkbox"/> A letter of consent signed by the occupiers of adjacent residential properties, if operating in a residential area, |

Fees Involved

See the current fees and charges document on the Councils website. The fee for all the types of licences includes the application fee and annual registration fee and is related to administration charges. The fee is the same whether a trader wants to trade for a few weeks or the whole year.

The registration year runs from 1 October to 30 September.

Trading on a state highway

If you wish to operate a mobile shop on a state highway where the speed limit is in excess of 50 km/hr, you must also be registered by the New Zealand Transport Agency pursuant to the Transit New Zealand (Roadside Vendors) Bylaw 1993/2. For more details contact the New Zealand Transport Agency's agent, Opus International Consultants Limited, Nga Wai E Rua, 75 Peel Street, Gisborne - phone (06) 868 5199.

If your gross laden weight is in excess of 6000kg you will require a Transport Service Licence Label from New Zealand Transport Agency. Please contact their Napier office for further information — phone (06) 974 5520.

Mobile Shop Conditions

All mobile shops must comply with the conditions set out in Section 10.1 of the Gisborne District Mobile Shops and other Traders Bylaw 2014.

You must be familiar with these conditions prior to commencing business.

Mobile Shops who want to sell food

If you are selling your own home grown fruit or vegetables only, direct to the consumer you don't need a separate food registration as you are exempt from the requirement to register the food business, anyone else will be required to apply for a food registration under the Food Act 2014 and gain that approval before trading in the public place. Please visit our website to find out how to apply to register a food business <http://www.gdc.govt.nz/registering-a-food-business/>

Registration Mobile Shop, Hawker, and Itinerant Trader

Application form

Applicant details

Legal Name(s):

Registered Company

Partnership

Sole Trader

Individual

NZ Business Number: _____

If you have a NZ Business Number please provide this _____

Trading Name/Name of Mobile Shop:

Contact person full name if different from above

Position: _____

Contact Details

Physical Address: (This will be the base address the licence will be registered too)

Postal Address: (if different from above, please note this must be a registered postal address: _____

Telephone number: _____

Email address: _____

Cellphone number: _____

Proposed Trading Location:

Description of goods to be sold:

Vehicle Details(s)

Make: _____ Model: _____

Registration number: _____

Proposed commencement date: _____

Applicant's signature: _____ Date: _____

- ▶ Once your application is complete please ensure all the requirements have been met by referring to the checklist on the information sheet.

Application Fee	\$	Code: 31 00 03 0359
		Code: Lodgement

GST Registration Number: 52-153-239

Onsite operator details

Surname: _____

First name: _____ Second name: _____

Postal Address: _____

Telephone number: _____ Email address: _____

Date of birth: ____ / ____ / ____ Drivers Licence details: _____
DD MM YY

Additional on-site operator (if applicable)

Surname: _____

First name: _____ Second name: _____

Postal Address: _____

Telephone number: _____ Email address: _____

Date of birth: ____ / ____ / ____ Drivers Licence details: _____
DD MM YY

Additional on-site operator (if applicable)

Surname: _____

First name: _____ Second name: _____

Postal Address: _____

Telephone number: _____ Email address: _____

Date of birth: ____ / ____ / ____ Drivers Licence details: _____
DD MM YY

Police Check

Application for Mobile Shop, Hawker, and Itinerant Trader

This form will be forwarded to the Police as part of the application. Please provide details of each onsite operator if different from the applicant.

Onsite operator details

Surname: _____

First name: _____ Second name: _____

Address: _____

Date of birth: ____ / ____ / ____ Drivers Licence details: _____
 DD MM YY

Trading name/ selling on behalf of: _____

Items sold: _____

Additional on-site operator (if applicable)

Surname: _____

First name: _____ Second name: _____

Address: _____

Date of birth: ____ / ____ / ____ Drivers Licence details: _____
 DD MM YY

Additional on-site operator (if applicable)

Surname: _____

First name: _____ Second name: _____

Address: _____

Date of birth: ____ / ____ / ____ Drivers Licence details: _____
 DD MM YY

I / They will be (circle which applies):

- a. Mostly walking around the city centre whilst trading.
- b. Driving around the Gisborne area and stopping intermittently for no more than 30-40 minutes at any one time e.g. ice cream trucks.
- c. Trading from the roadside from a suitable vehicle.
- d. Temporarily located at a fixed premise.

Environmental Health : A176543 – Updated November 2010

Office Use only

Designated Officer Approval required? Yes

Date Received Stamp:

Date applicant notified: _____

Officer: _____

Approval Date: ____/____/____
DD MM YY

Hold: Date _____

Comments:

Declined: Date _____

Comments

Conditions to be imposed: _____

Category classification: MS____ NFMS H IT Licence No: _____

Inspection months (circle): Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sept | Oct | Nov

cc: Trade Waste Engineer Yes / No

cc: Date: ____/____/____ Initials: _____
DD MM YY