

Dear Parish Clerk

I would like to take this opportunity to advise you that if you are planning car boot sales or similar events this year within your events programme, you will require a licence issued by East Herts Council.

You may be aware that the District Council holds the market rights for this area and therefore issues licences in order to regulate and prevent the spread of unauthorised markets. As car boots sales fall under the criteria of a market, an application is required and needs to be approved to hold such an event. The Council recognise that many local villages hold such events for fund raising and we would therefore encourage this practice not to restrict it.

We supply various licences, one being a charity licence which would allow you to hold your event at a cost of £22.65 per market/car boot sale.

If there are any professional/commercial stall holders at any of your charity events, there is an additional charge:

£32.80 for up to 10 commercial stalls
or £54.90 for up to 11-30 commercial stalls
£114.25 for 31 plus commercial stalls.

Please be aware that all markets/car boot sales are open to a visit from East Herts Council, Trading Standards, Environmental Health, Inland Revenue and HM Customs & Excise.

To apply for a licence, please find attached an application form for your completion, also available on our web site, www.eastherts.gov.uk under market licences.

If you would like any further information on setting up a charity car boot sale/market and would like to discuss further, please contact the Market Manager on 07860 112443 or email markets@eastherts.gov.uk, alternatively write to the above address.

Kind regards

Tracy Matthews
Business Support Officer
Communications, Engagement & Cultural Services
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