



**NEW Tent site licence application form**  
Public Health Act 1936

**The application procedure**

This form should be completed and forwarded to Licensing together with the required accompanying documents-see section 8.

Failure to provide all the requested information will result in your application being rejected and returned.

Applicants must be at least 18 years of age or over and **the site address must be within the Torbay Council area (question 2).**

<b>1. Applicant details</b>				
Surname		Forename(s)		Title
Home address			Postcode	
Email address		Contact telephone number (s)		
Date of Birth	/ /	National Insurance Number	Position of applicant in company	
<b>2. Business details – please complete this section if the licence is to be held in the business name and not an individual as listed in section 1.</b>				
Business name				
Business address				
Business postcode				
Business email address		Business telephone number		
Is the business a limited company?	Yes	No	if 'Yes' please complete the (details below)	
Company House registration number				
Full name and home address of registered Managing Director				
Full name and home address of registered Company Secretary				

Full name and home address of other registered Directors  
please provide their details on a separate sheet of paper if required

**3. Camp site name and address**

Camp site name	
Address	
Postcode	

**4. About the camp site**

Ownership – In what capacity do you own the camp site?	Freehold / Leasehold / Tenant / Other <i>(please delete accordingly)</i>
Area of site (in acres or hectares)	
Area of site suitable for the use of tents (in acres or hectares)	
Maximum number of tents to be used on site at any one time	
Season start date	
Season end date	

**5. Planning permission - Is there a current planning permission in respect of the use of this address as a camp site? (please circle your answer)**

<b>Yes</b>	If <b>Yes</b> please provide a copy, or, planning reference number of the permission  Planning reference number - .....
<b>No</b>	The applicant must comply with the requirements of the current planning legislation. It is strongly advised that planning advice is sought prior to application

**6. Site facilities – please provide details of the arrangements for the following:**

Water Supply	
Communal toilet and shower facilities	
Communal laundry and washing up facilities	

Sewage disposal		
Waste water disposal		
Refuse storage and disposal		
Site lighting		
Fire precautions		
<b>7. Previous applications and revocations</b>		
Have you, or any person named in or associated with this application, previously applied for a similar licence with Torbay Council?	Yes	No
If 'Yes', please provide further details		
Have you, or any person named in or associated with this application, previously had a licence for a camp site revoked by a Local Authority in the UK?	Yes	No
If 'Yes', please provide further details		
<b>8. Checklist for enclosures</b>	<b>Initial as enclosed</b>	
Layout plan of the camp site, to a scale agreed by Torbay Council. The plan should show the boundaries of the site, the position of the tent pitches and all the facilities.		
Evidence of planning permission		
Planning permission reference number - .....		

<b>9. Signatures(s) of applicant(s) - not valid unless signed</b>		<b>Date</b>
<ul style="list-style-type: none"> <li>• I hereby declare that the statements I make on this form are true.</li> <li>• I apply subject to all conditions as may be contained in such Licence.</li> </ul>		
Applicant		
Managing Director (if applicable)		
Company Secretary (if applicable)		
Directors (if applicable)		

**The information you have provided will be kept securely on Torbay Council's licensing system. We may share your information internally for verification and regulatory purposes.**

