

Fees and Charges applicable to Temporary Licences

Applications for temporary licences must be accompanied by the appropriate fee, which will depend largely on the type of trading and the size of the receptacle. If charges apply, they should also be paid at that time. Payment can be made in any of the following ways:

- Cash*, by calling into the offices (do not send cash by post)
- Debit / Credit Card* by calling into the offices or paying over the phone – Tel. 028 71253253
- Cheque, made payable to “Derry City and Strabane District Council”
- BACS (details for which are available on request)

***Please note: if paying with cash or making a card payment, please ask to speak with the Environmental Health Administration team.**

Category	Type of trading:	Fee for grant (non-VAT)	Charge per day during which licence is in force (includes VAT)
A	Temporary licence to trade as a stationary trader excluding hot food and drink	£50.00	
	i. Receptacle not exceeding 9 square metres (9.0 m ²) in area:		£5.00
	ii. Each additional receptacle not greater than 9 square metres (9.0 m ²) in area included in the licence for the trading pitch		£5.00
B	Temporary licence to trade as a stationary trader in hot food and drink items	£50.00	
	i. Receptacle not exceeding 9 square metres (9.0 m ²) in area:		£5.00
	ii. Catering trailer not exceeding 15 square metres (15.0 m ²)		£10.00
	iii. Receptacle exceeding 15 square metres (15.0 m ²)		£15.00
C	Temporary licence to trade as a stationary trader in hot food items at stewarded, civic events	£50.00	
	i. Receptacle not exceeding 9 square metres (9.0 m ²) in area:		£20.00
	ii. Catering trailer not exceeding square metres (15.0 m ²)		£40.00
	iii. Receptacle exceeding 15 square metres (15.0 m ²)		£60.00
D	Temporary licence to trade as a mobile trader, operating on foot, e.g. trolley or cart	£50.00	N/A
E	Concessionary fee for temporary licence for charity fundraising* [*evidence will be required to show that the street trading activity is being carried out for the purpose of fundraising for a registered charity]	£25.00	N/A