

# NOTTINGHAM CITY COUNCIL ACT 2003

## DEALERS IN SECOND-HAND GOODS REGISTRATION FORM – NEW APPLICATIONS

Please use **BLOCK LETTERS**

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### SECTION ONE – TO BE COMPLETED BY ALL APPLICANTS

1. Business/trading name (if any):.....
2. Business/trading address (if any): Note: A separate registration is required for every address.....  
.....  
..... Post Code: ..... Tel No: .....
3. Business description (i.e. Antiques, Motor, General, etc):.....
4. If no fixed trading address please state usual place(s) of business (e.g. bootfairs, markets): .....

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### SECTION TWO – TO BE COMPLETED IF BUSINESS IS A LIMITED COMPANY (Details of Directors must be given on reverse)

1. What is the full title of the company: .....
2. What is the address of the Registered Office: .....
3. Correspondence address if different from above: .....

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### SECTION THREE – TO BE COMPLETED IF NOT A LIMITED COMPANY that is, if business is a sole trader or partnership (Note: private addresses will not be stated on registration certificate)

1. Please provide the following details of ownership:  
Full name of owner (including all forenames): .....  
Date of Birth: .....  
Private Address: .....  
..... Post Code: .....
2. Are there any partners in the business:                    YES                     NO
3. If 'YES' please provide details of all partners on the reverse of this form.

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### SECTION FOUR – TO BE COMPLETED BY ALL APPLICANTS

I have read and understood the information provided.

Signed: ..... Owner / Director / Secretary (please delete as appropriate)

Full name of person signing application: .....

Date: ..... Contact Tel No (in case of queries): .....



**DETAILS OF PARTNERS OR DIRECTORS:**

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1. Full name (including all forenames):

.....  
Date of Birth: .....  
Private Address: .....  
..... Post Code: .....

2. Full name (including all forenames):

.....  
Date of Birth: .....  
Private Address: .....  
..... Post Code: .....

3. Full name (including all forenames):

.....  
Date of Birth: .....  
Private Address: .....  
..... Post Code: .....

4. Full name (including all forenames):

.....  
Date of Birth: .....  
Private Address: .....  
..... Post Code: .....

**PLEASE NOTE**

Personal information provided will only be used for the purposes specified in the Nottingham City Council Act, the detection and prevention of crime and fraud, and the apprehension and prosecution of offenders unless required by other legislation. The data will not be passed on to any organisation other than for these purposes.



Completed forms to be posted to LH BOX 43, Community Protection, Trading Standards, Loxley House, Station Street, Nottingham NG2 3NG  
E-mail : [trading.standards@nottinghamcity.gov.uk](mailto:trading.standards@nottinghamcity.gov.uk)  
Fax: 0115 8445019

