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| C:\Users\CEPSSS\AppData\Local\Temp\5ec06586-dbbf-416d-bf21-fa5f419ad99d_HBC Logos (1).zip.99d\HBC-Logo-CMYK_1_.jpg | **Hartlepool Borough Council****APPLICATION FOR A PAVEMENT LICENCE TO PLACE REMOVABLE TABLES AND CHAIRS ON THE PUBLIC HIGHWAY**Email: [Highways@Hartlepool.gov.uk](file:///C%3A%5CUsers%5Cedewry%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CJFYPGYR9%5CHighways%40Hartlepool.gov.uk) Telephone: 01429 284141 |
| Name/Address of Premises: |  |
| Name of Applicant(s): |  |
| Contact Email: |  |
| Contact Phone number: |  |
| Breakdown of quantity of items required |  |
| Specific location in relation to your premises (i.e. front, rear, side etc |  |
| Size/Dimension of affected area |  |
| Operating Times (days/times on which items are requested to be positionedNote: The location of the business may result in restricted hours of use enforced by the Council. |  |

Do you require planning permission?

Yes If yes, enter your planning reference number



No

Are you licenced to sell alcohol from these premises?

Yes





No

|  |  |
| --- | --- |
| Details of adjoining premises (the Council is required to notify any respective owners) |  |

In addition to this application form please also provide the following information;

* A current copy of your public liability insurance.
* A drawing/photograph showing the intended location of your tables and Chairs.
* A photograph/example of the tables and chairs that you intend to use.

Please email all this information to [Highways@Hartlepool.gov.uk](file:///C%3A%5CUsers%5Cedewry%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CJFYPGYR9%5CHighways%40Hartlepool.gov.uk)

Specific queries can be forwarded to the above email addresses or by telephoning:

 01429 284141.