



Occasional Trading Permit Application Form

Occasional Trading Act, 1979

Please read the Notes overleaf before completing this Form

Please complete in BLOCK CAPITALS

Name of Applicant:			
Full postal address of permanent place of business:			
Phone:		Email:	
Company Registration Office Number (if applicable):			
Address of the premises at which it is proposed to engage in occasional trading:			
Proposed date(s) of occasional trading:		Description of goods to be sold:	

Optional: see note in relation to Tax Clearance Certificates, overleaf.

PPSN/Company's Revenue Registration number:	
Tax Clearance number:	

I certify that the foregoing particulars are correct, and I enclose a cheque/bank draft/postal order/money order, or EFT (details in page 3 of this Form) for € _____ being the fee prescribed in section 4(1) of the Act. I also enclose a valid Tax Clearance Certificate / give permission for the Department to verify my/company tax clearance status online.

Signature	Date

NOTES

Section 4(2) of the Occasional Trading Act 1979 (The Act) provides that:

An application for an occasional trading permit shall be made not less than 30 days before the first day on which it is intended to engage in occasional trading to which the application relates.

Section 4(3) of the Act provides that:

An occasional trading permit shall contain such conditions (if any) as the Minister may determine. The Minister has determined that Occasional Trading Permits will specify the following conditions: -

Occasional trading shall not be engaged in pursuant to this permit:

- (a) later than 6.30pm on any Saturday, Sunday or Public Holiday;
- (b) after 9pm on any Monday, Tuesday, Wednesday, Thursday or Friday.

The fee for the permit is €95.23 for the first day, plus €31.74 for each additional day or part of a day, on which it is proposed to engage in occasional trading at the same venue i.e. €95.23 for one day, €126.97 for two days etc. The fee may be paid by cheque/bank draft/postal order or money order which should be crossed and made payable to the Accountant, Department of Enterprise, Trade & Employment. Cheques are not regarded as payment until they have been cleared. Payment can also be made by EFT (details on page 3 of this Form).

Each application must either be accompanied by a valid Tax Clearance Certificate, or the applicant may give permission for the Department to verify the applicant's tax clearance status online by providing the relevant Revenue registration number and Tax Clearance number.

A person who gives false information in relation to an application for the grant of an occasional trading permit shall be guilty of an offence.

[The Occasional Trading Act 1979](#) is available online or may be purchased from:

Government Publications Office
Mountshannon Road, Dublin, D08 XA06
publications@opw.ie
046 9423100

Applications for occasional trading permits should be addressed to:

Competition & Consumer Policy Section,
Department of Enterprise, Trade and Employment,
Earlsfort Centre,
Lower Hatch Street,
Dublin 2,
D02 PW01.

INSTRUCTIONS FOR EFT PAYMENT:

You may pay the prescribed fee by electronic fund transfer (EFT) to this Department's account in Danske Bank. Details of this Account are as follows:

Name of Bank Danske Bank
Name of Account Danske EFT Receipts Public Bank Account
Address International House, 3 Harbourmaster Place, IFSC, Dublin 1
Account No IBAN IE24DABA95199030010413
BIC DABAIE2D

When making payment by EFT, please include the name of the applicant and state that the payment is in respect of an Occasional Trading Licence Fee. Please include the date of this lodgement below.

Date of EFT Lodgement	
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