**Alcohol Licensing Requirements for Attending**

**Chichester District Farmers’ Markets**

If you wish to sell alcohol at any of the Chichester District Farmers’ Markets you **MUST** comply with the requirements of Licensing Act 2003.

**This document lists the principle criteria you MUST meet to attend our markets. It is not intended as a comprehensive guide and you are urged to seek further guidance either from our website** (<http://www.chichester.gov.uk/live/licensing_act_2003.cfm>) **or from our Licensing Officers at Chichester District Council.** Their contact details are at the bottom of this page.

Chichester, Petworth and Midhurst Farmers’ markets do not have Premises Licences. Therefore to attend the markets you must make a Temporary Event Notice (TEN) application. When applying for a TEN please note the following:-

* The TEN application **MUST** be received by the Licensing Department at the Council and the Police at least 10 working days before the market date.
* Anyone holding a Personal Licence can apply for a maximum of 50 TENs in any one year. Without a Personal Licence there is a restriction of a maximum of 5 TENs per year.
* A maximum of 12 TEN applications can be made for any one stall location. You should liase with the market manager with regards to changing your stall location when necessary and to identify your pitch number as you will have to state this on your application form.
* The endorsed TEN **MUST** be displayed at the stall during trading hours.
* The cost of each TEN application is £21 (fee as of July 2006).

**Contact Details:**

### Licensing Officer, Environmental Health Services

Chichester District Council

01243 785166 ext 2267 or 4602

## **Farmers Market Co-ordinator**

Chichester District Council

01243 785166 ext 4242

## **Chichester District Council**

East Pallant House

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