

**PERTH & KINROSS COUNCIL
CIVIC GOVERNMENT (SCOTLAND) ACT 1982**

**Application for a licence/renewal of a licence
to act as metal dealer**

Please return together with £190 – one year licence or, £255 – three year licence. In the event of your application being withdrawn/refused, an administration charge of £190 will be retained by the Council.

PART 1 TO BE COMPLETED IF APPLYING AS AN INDIVIDUAL PERSON

	Surname	Christian Name(s)	
1. a) Full Name (BLOCK LETTERS)			
b) Home Address and Telephone No. (if any)	Tel. No.		
c) Age, Date, and Place of Birth	Age	Date of Birth	Place of Birth
d) Is applicant to carry out day-to-day management of the business? If NO, give full name, date and place of birth and address of any employee or agent responsible for management of the business.	YES/NO		
	Full Name	Date and Place of Birth	Address
e) Give a business hours telephone number.			

PART 2 TO BE COMPLETED IF APPLYING AS A COMPANY OR PARTNERSHIP etc

2. a) Full Name of Company, Partnership, etc			
b) Name and Address of Principal Registered Office Telephone No. (if any)	Tel. No.		
c) Full name, date and place of birth and private address of each Director, Partner or other person responsible for management of the business	Full Name	Date and Place of Birth	Address
d) Full name, date and place of birth and private address of each Director, Partner or other person responsible for management of the business	Full Name	Date and Place of Birth	Address

e) Give a business hours telephone number			
---	--	--	--

THE FOLLOWING QUESTIONS TO BE COMPLETED BY ALL APPLICANTS

3. Period of licence applied for	3 years / 1 year	New / Renewal	Licence No.
4. State metals in which is is proposed to trade			
5. State the address of the premises at which the metal will be purchased/offered for sale/stored			
6. Are the metals to be disposed of in the same condition in which they are received? If NO state (i) the nature of and (ii) the place at which any process or processes are to be carried out in relation to metal received	YES/NO	Nature of any process/processes	Place at which process/processes to be carried out
7. Does any person named hold or have they previously been granted a metal dealer's licence? If YES by which Authority and when?	YES/NO	Authority	Date
8. Has any person named applied for and been refused a metal dealer's licence? If YES by which Authority and when?	YES/NO	Authority	Date

9. LIST BELOW ALL CONVICTIONS INCLUDING THOSE "SPENT" UNDER THE REHABILITATION OF OFFENDERS ACT, 1974. INCLUDE CONVICTIONS LISTED AGAINST THOSE PERSON(S) NAMED IN PARAGRAPHS 1(a), 1(d), 2(c) and 2(d) ABOVE.

Name of Person	Date	Court	Offence	Sentence

Data Protection Act 1998

The information provided by you and by relevant third parties will be used in determining your application for the Grant/Renewal of Metal Dealer's Licence. It may include both personal and other details and may be shared with other appropriate professionals and service providers, in particular each application will be forwarded to the Police, Tayside Fire & Rescue Service and the Council's Environment Services and Planning & Transportation Services. Information may also be shared with Statutory Bodies for the purpose of prevention or detection of fraud or crime. In terms of the Data Protection Act 1998, you are entitled to know what personal information Perth and Kinross Council hold about you, on payment of a fee of £10. Application should be made to the Head of Legal Services, 2 High Street, Perth PH1 5PH. . Further information is available on our website at <http://www.pkc.gov.uk/Council+and+government/Data+protection+and+freedom+of+information/Data+Protection.htm> or by contacting Donald Henderson, Information Compliance Manager, Chief Executives – Legal (01738 477930), who can also provide hard copies of information available on our website.

I declare that the particulars given by me on this form are true and I hereby make application to Perth & Kinross Council for the grant or renewal of the licence applied for.

Date Signature of applicant or agent

Agent's Address

.....

N.B. Any person who in or in connection with the making of this application makes any statement which he knows to be false or recklessly makes any statement which is false in a material particular shall be guilty of an offence and liable, on summary conviction, to a fine not exceeding £1,000.

OFFICE USE ONLY

Date Received	Fee Paid	Passed To	Date Passed	Decision
	Receipt No.	POLICE FIREMASTER TRADING STANDARDS PLANNING ENVIRONMENT SERVICE		