



The Municipal District of Carrickmacross – Castleblayney
Monaghan County Council, Civic Offices, Riverside Road, Carrickmacross, Co. Monaghan.
Tel : 042 9661236 / 9661618. E-mail: carrickmacross@monaghancoco.ie

APPLICATION FOR CASUAL TRADING LICENCE

Carrickmacross

Casual Trading Act, 1995

1. Name of Applicant _____
2. Postal Address _____

3. Contact Number _____
4. Occupation _____
5. PPS No / RSI No _____
6. Description of Goods _____

I DECLARE: -

- (a) That I have not been convicted of two or more offences under the Casual Trading, Act, 1995, within three years prior to the date on which I intend to commence casual trading.
- (b) That the foregoing particulars are correct.

Signature _____

Date _____

Supporting Documents required with Application:

1. Proof of Tax Clearance
2. Copy of public liability insurance
Any other applicable insurances
3. Letter from your insurers indemnifying Monaghan County Council to a minimum value of
€6.5m in the case of any one incident or accident.

Notes:- Set 4 (11) of The Casual Trading Act, 1995, provides that the Local Authority concerned shall notify the Minister for Social Welfare of the name and address of a person to whom a casual trading licence was granted and the conditions of the licence and section 4 (2A) of the Casual Trading Act, 1995 (inserted by section 141 of the Finance Act, 1996 (No. 9 of 1996) provides that the Local Authority concerned shall notify the Revenue Commissioners of the name, address and tax reference number of a person to whom a casual trading licence was granted and the conditions of the licence. Section 13 of the Casual Trading Act, 1995, also provides that a Local Authority may establish and maintain the Register of Casual Trading Licences on computer. In such circumstances, personal data kept in the register is subject to the requirements of the Data Protection Act, 1988 (No, 25 of 1988) including an individual's right of access to and verification of data, where possible.

Data Protection Acts 1988 -2018 (as amended) and the General Data Protection Regulations (GDPR)
Licence for Casual Trading
Data Subject Notification

Background

The purpose of this notification is to set out some information regarding the collection and processing of your information by Monaghan County Council. During the course of our activities we will collect, store and process personal data about our customers. Monaghan County Council is the data controller in respect of this data. Monaghan County Council creates, collects and processes a significant amount of 'personal data' and 'sensitive personal data' in various multiple formats daily. Our commitment is to ensure that the personal data supplied is:

- Obtained lawfully, fairly and in a transparent manner
- Collected for only specified, explicit and legitimate purposes,
- Adequate, relevant and limited to what is necessary for the purpose for which it was obtained,
- Recorded, stored accurately and where necessary kept up to date,
- Kept for no longer that is necessary, and, in a form, which permits identification of the data subject,
- Processed in a manner that ensures the appropriate security of the personal data including protection against unauthorised or unlawful processing of the data.

For full details of the collection, processing and sharing of your personal data by us and your rights in this regard, please see our full [Privacy Notice](#) on the website.

What data we collect and process

The types of personal data that we will collect, and process includes your name, address, contact number, PPS number, tax clearance reference and publicity liability certificate.

Why do we collect this personal data?

We collect and process this information in order to manage and administer the relationship between you and us for the purpose of issuing a Casual Trading Licence.

Lawfulness of processing

We process this personal data under

- [Article 6 1 (a) GDPR]
- [in the exercise of official authority vested in us as the controller under the Casual Trading Act, 1995]

Sharing of Personal Data

We may share your Personal Data with selected third parties, including for example Revenue Commissioners and other government agencies, where required to do so by law. We may also share your data with other Local Authorities, suppliers and other third parties who assist us in fulfilling our functions. Further information regarding the sharing of your personal data can be found in our Privacy Notice which is available at: [Privacy Notice](#)

If you have any questions regarding our processing of your Personal Data, our Data Protection Officer can be contacted

by email: dataprotectionofficer@monaghancoco.ie

by phone: (047)30507

Postal Address: Monaghan County Council, County Offices, The Glen, Monaghan