



# Buy With Confidence Approved Trader Scheme Application Form



<b>Name of Applicant</b> <i>(If Limited Company or Plc please enter full company name)</i>	
<b>Company Registration Number</b>	
<b>Trading Name(s)</b>	
<b>Head office or registered office address</b> <i>(Please state which)</i>	
<b>Principal place of business</b> <i>(If different from above)</i>	
<b>Type of business</b> <i>(e.g. sole trader/ partnership/ Limited company/ plc etc)</i>	
<b>Nature of Business</b> <i>(What you do)</i>	
<b>Company Secretary (If Ltd or Plc)</b>	
<b>Managing Director (If Ltd or Plc)</b>	
<b>If not Ltd or Plc, please include details of all partners</b>  <b>(Name, Address &amp; Status in company)</b>	
<b>Business telephone number</b> <i>(Including dialling code)</i>	
<b>Business Fax number</b>	
<b>Business Email Address</b>	
<b>Website Address</b>	<b>www.</b>
<b>How many business premises do you have in this Authorities geographical area?</b>	
<b>Approximate number of staff in this authorities area</b>	
<b>How many business premises do you have in UK?</b>	
<b>Does your business generate sales by Cold calling?</b> <i>(If yes please refer to the commitment by business in the terms of membership document)</i>	

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**Business Premises in this Authorities area for which an application is being made.  
Please provide the name and position of a contact for each premises.**

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<b>Address of premises</b>	
<b>Contact Name within Business</b>	
<b>Contact person's position</b>	
<b>Telephone number (landline and mobile)</b>	
<b>What are your expectations of the Buy With Confidence Scheme</b>	

## **DATA PROTECTION ACT**

By submitting this application you have agreed that this Service may make the enquiries listed below without breaching your rights under the Data Protection Act. As part of our approval process checks will be made on

- County Court Judgements
- Criminal Convictions
- Consumer Credit Licence (if applicable)
- Membership of any claimed trade association or professional bodies
- Trading Standards Service's own databases
- Taking up references
- Financial history

Basic Criminal Records Checks will be required for all Directors, Partners or Owners of the business and all employees or subcontractors who work and/or visit consumers in their homes.

**PLEASE SIGN THIS ONLY IF YOU HAVE READ THE ATTACHED "TERMS OF MEMBERSHIP"  
AND AGREE TO ABIDE BY THEM.**

### **DATA PROTECTION ACT**

**I agree that details held about our company/business by other agencies can be released to the Trading Standards Service in pursuance of this application. I also agree that this service may disclose details, on enquiry, about the status of our application.**

Print name

Signed

Position in business

Dated

**Return to:  
Brighton & Hove City Council,  
Bartholomew House,  
Bartholomew Square,  
Brighton, BN1 1JE**

**Please make cheque payable to [Brighton & Hove city council](#)**

### **[Table of Charges-Inc of VAT](#)**

**Size of Business  
Fee**

1-5 employees  
£117.5

Between 6-20 employees  
£176.25

Over 21  
£235

