



Application Form

Name of Applicant: (If Ltd Co. or Plc please enter full company name)	
Company Registration Number:	
Trading Name(s):	
Head Office or Registered Office Address: (Please state which)	
Main Contact Name Within Business: (Please supply name in full e.g. Mrs Sarah Davis)	
Telephone Number: (with dialling code)	
Mobile Number for Main Contact:	
Fax Number: (with dialling code)	
Email Address:	
Website Address:	www.
Does your company trade by means of Distance Selling (i.e. Do you sell via Phone / Mail Order Catalogue / Internet)? If so, please indicate by which medium and supply a copy of the sales literature with the completed application (if appropriate):	
Type of Business: (i.e. Sole Trader/ Partnership/ Limited Company)	
Sole Trader Home Address: If Sole Trader please supply Home Address (If this is the same as your Trading Address please write 'As Above')	



Partnership Details: If Partnership please supply Name & Address of Partners	Partner One:
Partnership Details: If Partnership please supply Name & Address of Partners	Partner Two:
Partnership Details: If Partnership please supply Name & Address of Partners Please continue on a separate sheet if necessary	Partner Three (if applicable)
How long has the company been trading? (if less than 6 months please read the conditions of business)	Years: Months:
Nature of Business: (i.e. What you do)	
Does your business generate sales by Cold Calling?	Yes / No
Place(s) of Business in East Sussex: (If different from above. Please continue on a separate sheet if necessary) Contact Name: Contact Person's Position: Contact Person's Telephone No: Email Address:	



Number of Business Premises in rest of UK:	
Do you hold any licences relevant to your business e.g. Consumer Credit? If so, please state the licensing body and the licence number:	
Are you a member of any Trade Associations? If so, please list them:	
Do you have any independently checked quality assurance systems? If so, please list them: (e.g. ISO9001)	
Number of permanent employees in East Sussex (including management):	
Number of sub-contractors / self employed Staff in East Sussex:	
Would you be interested in considering training for your staff if offered by the East Sussex County Council Trading Standards Service? (There may be a charge for this service)	YES / NO
How did you hear of the Buy With Confidence Scheme?	
What are your expectations of the “Buy With Confidence” scheme?	



PLEASE SIGN THIS ONLY IF YOU HAVE READ THE TERMS OF THE SCHEME (ENCLOSED) AND AGREE TO ABIDE BY THEM.

Signature:	
Name of Signatory*:	
Position In Business:	
Dated:	

DATA PROTECTION ACT 1998

I agree that details held about our company by other agencies can be released to East Sussex County Council Trading Standards Service in pursuance of this application.

PLEASE NOTE:

* By submitting this application form 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 applicant’s history in relation to any of the following:

- County Court Judgements
- Criminal Convictions (where appropriate)
- Appropriate Licences (e.g. Consumer Credit)
- Companies House (if you are a Limited or Plc company)
- London Gazette Search
- Disqualified Directors Search
- Membership of any claimed trade associations or professional bodies
- Trading Standard Service’s own database of enquiries
- Contacting seven previous customers for references

Please send the completed form with the following to the address shown below:

- Your application payment made payable to: **East Sussex County Council.**
- A copy of your contractual terms if applicable.
- Any documentation necessary to your application such as sales literature.

**Trading Standards Service, East Sussex County Council,
 St Mary’s House, 52 St Leonards Road, Eastbourne, East Sussex, BN21 3UU
 Tel: 01323 463440 Fax: 01323 463422 Email: buywithconfidence@eastsussex.gov.uk
 Website: www.eastsussex.gov.uk/buywithconfidence**