

**PART V11A HIGHWAYS ACT 1980  
APPLICATION FOR PERMISSION TO PLACE A PAVEMENT CAFÉ ON THE HIGHWAY FOR  
FINANCIAL YEAR 2022/23**

This application must be completed in block letters and returned together with a cheque, made payable to Solihull MBC, for the fee to:- Highway Services, Managed Growth, Council House, Solihull B91 3QT.

Please enclose a cheque for **£31** per m<sup>2</sup> for pavement cafés made payable to Solihull MBC. There is a **minimum charge of £233** for areas less than 8m<sup>2</sup>. **This is an annual charge subject to review.**

The Council has to notify any affected frontage of this application and requires details of all persons/companies owning and/or occupying all or part of the building within which your premises are situated. Failure to provide this information may result in a delay in processing your application.

<b>1.0</b>	<b>NAME AND ADDRESS:</b> Of Applicant	<b>BUSINESS NAME:</b> (if different)
	Tel. No _____ Email _____	

<b>2.0</b>	<b>LOCATION OF PAVEMENT CAFÉ:</b> Give address or precise description	<b>PLANNING APP. NO.</b> (If new application)

**(A sketch plan, with dimensions in metres, must be submitted. Please show the calculation)**

<b>3.0</b>	<b>NATURE OF BUSINESS:</b>

<b>4.0</b>	<b>PUBLIC LIABILITY INSURANCE</b> – minimum £5 million Give Name and Address of Insurer – copy supplied <b>yes/no</b>
	Tel. No _____ Policy No: _____ Renewal Date: _____

**5.0 DECLARATION**

I agree to comply with the conditions of any licence granted, to indemnify Solihull Metropolitan Borough Council against any and all actions arising or occurring from the placing of a Pavement Café and to pay any expenses the Council may incur in respect of repairs to the highway arising from the placing of a Pavement Café to which this licence relates.

NOTE: If the applicant is a sole trader then the owner of the company may sign the application. If it is a limited company then the company secretary may sign. If it is a partnership company, one of the partners must sign the application.

<b>Applicants Name</b>	<b>Signed</b>	<b>Date</b>
<b>Position</b>		

**For internal use only: Payment Code 01-220340-I20000-HW0012**