



TRUSTED TRADER

www.fifedirect.org.uk/trustedtrader

APPLICATION FOR MEMBERSHIP

SECTION A

Ownership Details

Sole Trader Partnership Limited Company

Applicant Details

Name:

Home Address:

Postcode:

Email:

Date of Birth:

Position (owner, director, partner):

Business Details

Name of Business:

Business Address:

Postcode:

Contact Name:

Contact Telephone:

Website:

Registered Office (if a limited company):

VAT Registration Number:

Do you have public liability insurance?

YES NO

Length of time trading in Fife?

If you operate a Partnership or Limited Company, please supply the details of each Partner/Director

Name:

Address:

Postcode:

D.O.B:

Business Details (continued)

If you operate a Partnership or Limited Company, please supply the details of each Partner/Director

Name:

Address:

Postcode:

D.O.B:

Name:

Address:

Postcode:

D.O.B:

Name:

Address:

Postcode:

D.O.B:

SECTION B

Please tick the services that your business offers:

- | | | |
|---|--|--|
| <input type="checkbox"/> Alarms & Security Systems | <input type="checkbox"/> Electricians | <input type="checkbox"/> Removers |
| <input type="checkbox"/> Bathroom Installers | <input type="checkbox"/> Fencing | <input type="checkbox"/> Renewable Energy |
| <input type="checkbox"/> Blinds | <input type="checkbox"/> Fireplaces | <input type="checkbox"/> Roofers / Roofing |
| <input type="checkbox"/> Builders | <input type="checkbox"/> Flooring | <input type="checkbox"/> Roughcasting |
| <input type="checkbox"/> Car Sales Used | <input type="checkbox"/> Garage Services / Car Servicing | <input type="checkbox"/> Satellite TV Installation & Repair |
| <input type="checkbox"/> Carpenters & Joiners | <input type="checkbox"/> Gardening | <input type="checkbox"/> Slaters |
| <input type="checkbox"/> Carpet Cleaners | <input type="checkbox"/> Gas Engineers | <input type="checkbox"/> Soft furnishings |
| <input type="checkbox"/> Carpet Fitters | <input type="checkbox"/> Glass and Glazing | <input type="checkbox"/> Stone Cleaning |
| <input type="checkbox"/> Carpets - Sales & Fitting | <input type="checkbox"/> Gutters / Guttering | <input type="checkbox"/> Stonemasonry |
| <input type="checkbox"/> Central Heating Engineers | <input type="checkbox"/> Handyman | <input type="checkbox"/> Tilers / Tiling |
| <input type="checkbox"/> Cladding | <input type="checkbox"/> Kitchen Installers | <input type="checkbox"/> Timber Preservation |
| <input type="checkbox"/> Cleaning Services - Domestic | <input type="checkbox"/> Landscapers / Landscaping | <input type="checkbox"/> TV Aerial & Satellite Installation |
| <input type="checkbox"/> Computer Services | <input type="checkbox"/> Locksmiths | <input type="checkbox"/> TV, Video & Audio Installation
& Repairs |
| <input type="checkbox"/> Conservatories | <input type="checkbox"/> Mobility / Disability Products | <input type="checkbox"/> Upholstery |
| <input type="checkbox"/> Damp Proofing | <input type="checkbox"/> MOT Testing | <input type="checkbox"/> Vehicle Valeting |
| <input type="checkbox"/> Domestic Appliance
Installation & Repairs | <input type="checkbox"/> Painters & Decorators | <input type="checkbox"/> Vehicle Breakdown Recovery |
| <input type="checkbox"/> Doors | <input type="checkbox"/> Paving & Patios | <input type="checkbox"/> Windows / Window Fitters |
| <input type="checkbox"/> Double Glazing | <input type="checkbox"/> Pest Control | |
| <input type="checkbox"/> Drives / Driveways | <input type="checkbox"/> Plasterers / Plastering | |
| | <input type="checkbox"/> Plumbers / Plumbing | |

Other:

SECTION C

Do you hold any licences, such as Consumer Credit or Second Hand Dealer's Licence? YES NO

If "yes" please give details:

Are you a member of any trade or other associations? YES NO

If "yes" please give details:

Have you or the business had any court action raised against you in the last 3 years in which the court awarded against you? YES NO

If "yes" please give details:

Have you, the Partnership, or the Company:

Gone into liquidation YES NO

Called in a receiver YES NO

Been wound up in the last 5 years YES NO

If "yes" please give details:

Have you been:

Convicted of an offence, or YES NO

A partner in a partnership convicted of an offence, or YES NO

A Director/Secretary/Controller of a company convicted of an offence involving fraud or dishonesty YES NO

If "yes" please give details (you do not need to tell us about spent convictions or road traffic offences):

SECTION D

Please enclose copies of all standard documentation which you use in the course of the business. You will need to keep us informed of any changes you make to these.

Please ensure you have enclosed (if applicable):

- Blank invoices
- Receipts
- Letter headed paper
- Terms and conditions
- Licences
- Public Liability Insurance documentation
- Proof of membership of Trade Associations
- Cancellation Notice

Declaration

I have read and understood the terms and conditions of the Trusted Trader Scheme and on behalf of the named business agree to be bound by the rules, principles and aims of the scheme.

Full name (BLOCK CAPITALS):

Signature:

Date:

Data Protection. The information provided by you will be held by Fife Council and will be used to assist with the operation of the "Trusted Trader Scheme" and for the administration of the Acts enforced by Trading Standards in accordance with our notification under the Data Protection Act 1998. In terms of the Data Protection Act 1998, you are entitled to know what personal information Fife Council hold about you.

How did you hear about the scheme?

- Newspaper
- Radio
- Customer
- Current Member

Other (please specify):