

Canterbury City Council

Expression of Interest Form



1 Contact details

All details should be given where applicable. Failure to include information may result in rejection of your tender.

Full Name and Title	
Business Name (if applicable)	
Home Address	
Home Telephone	
Mobile Telephone	
Business Telephone (if applicable)	
Email Address	

2 Site Details

Describe the site you are interested in and give a location. A site plan should be supplied separately to this form in electronic format.

3 Rental Offer to the Council (subject to contract)

Give an indication of how much you would be willing to offer for the season/year if the site you are interested in were to be approved.

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4 Proposed Business

Give details of the type of business (i.e. catering, ice cream, children's amusements) and all activities that will be undertaken/goods that will be sold.

5 Business Plan

Give details of how the concession will be run, how you will attract and maintain customers, operating days and times and normal/emergency operating procedures; to name the basics. An analysis of projected income and outgoings should also be included, as a minimum think about: concession fee, staffing, tax, trade waste agreement, fuel/energy/water, maintenance and an estimate of daily/weekly/monthly income and profit.

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6 Equipment

Give details of all equipment to be used including whether it is currently owned or is to be purchased and where it will be stored (i.e. at home address). Pictures of the equipment are encouraged and should be supplied separately to this form in electronic format.

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7 Experience/Qualifications

Give details of any relevant business experience and relevant qualifications held. Hygiene certificates, food registration details and DBS checks can be included here.

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8 Declaration

I confirm that I have completed this form using information I believe to be accurate. Any changes to the above information will be sent to the Council without delay.

Signature (type name)	
Date	

Email your completed form, with the name of the concession you are applying for in the subject line, to: concessions@canterbury.gov.uk