

# BEACH HUT SITE LICENCE APPLICATION FOR DECEASED

To: Tendring District Council, Property Services, Beach Huts, Town Hall, Station Road, Essex, CO15 1SE or please email a copy to [beachhuts@tendringdc.gov.uk](mailto:beachhuts@tendringdc.gov.uk)

## **(A)Details of applicant for NEW LICENCE Responsible person**

Subject to obtaining the written agreement of Tendring District Council to make an amendment to the site Licence for the above beach hut Site due to the current deceased licensee. The legal representative in section B has appointed you as the new licensee.

I therefore apply for my name to be added as the responsible person to the hut site Licence to use SITE NO.....  
LOCATION..... to be granted to me with effect from.....

In the event of this application for a Licence being granted, I agree to be legally bound by Tendring District Council's beach hut site Licence conditions currently in force which may be amended from time to time as the Council may in its discretion determine and which I acknowledge I have read and understand.

Title.....Initials.....Surname.....

(Mr/Mrs/Ms/Miss)

Address.....

.....Postcode..... Mobile

Number.....Email Address..... Daytime

Telephone (Code) .....Number.....

Signed.....Dated.....20.....

- THE SUM OF £500.00 IS ENCLOSED IN PAYMENT OF TENDRING DISTRICT COUNCIL'S ADMINISTRATION FEE, UNLESS THE LICENCE IS BEING TRANSFERRED TO AN IMMEDIATE FAMILY MEMBER.
- AN UP TO DATE PHOTO OF THE BEACH HUT AND ANY STRUCTURES THAT ARE NOT PERMITTED ARE ENCLOSED WITH THIS APPLICATION FORM, PLEASE NOTE THAT ANY MISREPRESENTATION ON THE IMAGES MAY IMPACT ON ANY FUTURE LICENSES ISSUED.  
THESE CAN BE EMAILED TO [beachhuts@tendringdc.gov.uk](mailto:beachhuts@tendringdc.gov.uk)
- APPLICANT OF NEW LICENCE AND ADDRESS REGISTERED ABOVE ONLY PERMITS ONE BEACH HUT PER HOUSEHOLD AND A COPY OF YOUR COUNCIL TAX BILL (RESIDENT / NON RESIDENT) IS REQUIRED CONFIRMING NAME AND ADDRESS OF PERSON IN SECTION A
- PLEASE ENSURE THAT YOU PROVIDE A COPY OF WILL/PROBATE DOCUMENT OR LETTER FROM A SOLICITOR

## **(B)Executor / Legal officer on behalf of deceased (If applicable)**

I, the undersigned, confirm that the above is true and correct in all material respects and that I agree to the Council granting an amendment site Licence to the person named in part (A) above and that upon the granting thereof my site Licence shall (insofar as still subsisting and capable of taking effect) cease and determine absolutely but without prejudice to any claim the Council may then have against me.

Title.....Initials.....Surname.....

(Mr/Mrs/Ms/Miss)

Address.....

.....Postcode.....

Mobile Number.....Email Address.....

Daytime Telephone (Code) .....Number.....

Signed.....Dated.....20.....

**NB: This form MUST be completed in full and enclosed Proof of Probate, letter of authorisation from a Solicitor, or a WILL document which shows the new licence details.**

**IMPORTANT - PLEASE READ THIS SECTION CAREFULLY**

You are informed that from time to time the details held on the Council's records may be given out to the statutory emergency services and the Council's Careline service in order to assist with crime prevention/detection and prosecution of offenders e.g. beach hut damage etc.

**Optional (for person A)**

If you are a Tendring resident, please supply us with your council tax account number in the box below to verify your entitlement to qualify for the discounted licence fee.

All beach huts are classed as non-domestic and therefore attract national non domestic (business) rates.

(Not to be confused with Council tax which is paid on domestic properties)

You may also be eligible for **Small Business Rate Relief**. If you would like the Council to access your entitlement to Small Business Rate Relief please answer the questions below then sign and date.

Are you the owner of another Beach Hut or Boat site within the UK? Yes  No

Are you currently an Owner or Leaseholder of a business property within the UK? Yes  No

Signed .....Dated .....