



# Application for a permit for: Tables and Chairs on the public footway

THE ROADS (SCOTLAND) ACT 1984

Submit this application with no less than 6 weeks notice to:  
Fairfield House, 8 Lothian Road, Dalkeith, Midlothian, EH22 3AA  
or email [civildicensing@midlothian.gov.uk](mailto:civildicensing@midlothian.gov.uk)

For this form in another format or language email [civildicensing@midlothian.gov.uk](mailto:civildicensing@midlothian.gov.uk)

## Application and renewal (from 1 April 2026) – per location

- Up to 12 months (new application) £ 222.00
- Up to 12 months (renewal) £ 147.00
- Up to 6 months (new application) £ 147.00
- Up to 6 months (renewal) £ 105.00

To pay by credit/debit card call 0131 271 3529

Our bank details for payment: Sort Code: **83-17-26**

Account: **00128568**

Bank: **Royal Bank of Scotland**

Reference : Roads (and your name)

# Type of application

- New (12 months)
- New (6 months)
- Renewal (12 months)
- Renewal (6 months)

# Planning permission

Before applying for a permit to place tables and chairs on the public road outside your premises, you need full planning permission from Midlothian Council.

What is your planning permission permit number? \_\_\_\_\_

# Section 1 – Who is applying for the licence

The contact name provided will be the one which appears on the permit.

Details	Information
Full Name (Forename and Surname)	
Name of Premises	
Address of premises (and postcode)	
Mobile Number	
Email Address	
Has a structural safety survey been carried out in the past 12 months, on the part of the building fronting the area to be occupied by tables and chairs?	

# Section 2 – Mailing details if different

This is the address to which all mail will be directed unless left blank.

Details of Individual	Information
Full Name (Forename and Surname)	
Mailing Address (and postcode)	
Mobile Number	
Email Address	

# Section 3 – Declaration

The information on this form is correct.

Date .....

Name of Applicant or Agent.....

Signature of Applicant or Agent.....

Address of Agent (if applicable) .....

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Information supplied on this form may be held on computer both within Midlothian Council and other bodies (e.g. Police Scotland). Background enquiries will be made which may include reference to personal data held on computer. To find out how Midlothian Council collects, uses and shares your personal information, visit [www.midlothian.gov.uk](http://www.midlothian.gov.uk) to access our online Privacy notice.