

Prior to submitting your application please ensure you have read and understood the following information:-

- Pavement Licence Conditions
- Pavement Licence Checklist
- Frequently Asked Questions

Apply online at www.hertsmere.gov.uk/pavementlicence

Payment of £100 application fee on <https://www.hertsmere.gov.uk/Pay-It>
Enter receipt number on application form

Submit completed application form and all documents listed on Checklist to licensing@hertsmere.gov.uk with the title of Pavement Licence application and your premises name

Display consultation notice on premises from the date of application

You will receive validation or notification of an incomplete application within 1 working day

You will receive a decision within 10 working days of your application. All successful applications must display the approved licence on the premises