

ROAD TOWN MARKET SQUARE POP-UP KIOSK APPLICATION FORM

Wickhams Cay Development Authority
 177 Main Street, HR Penn Building
 Road Town, Tortola
 British Virgin Islands
 Tel: (284) 494-3172



NAME OF APPLICANT		APPLICATION DATE (dd/mm/yy)	
NAME AND ADDRESS OF BUSINESS/ORGANIZATION		CONTACT INFORMATION	
		CONT. NUMBER	
		EMAIL	
PROPOSED DATE FOR USE (dd/mm/yy)			
PURPOSE AND PRODUCTS			

Guidelines Summary:

1. Reservation confirmation requires a \$100.00 security deposit, refundable on the 15th or 30th of each month.
2. To secure a reservation, a \$25.00 per day fee must be paid.
3. Provide a copy of the business' valid BVI Trade License.
4. Keep the Kiosk and surroundings tidy during use; clean and restore after use.
5. Use the nearby large green waste bins outside Road Town Market Square for garbage; do not dispose of trash in the square or its small bins.
6. No cooking, baking, or frying allowed; food handlers must have a valid certificate.
7. Prohibit dumping of food-related waste on grounds or drainage.
8. No sale transactions with motorists in traffic.
9. Only the British Virgin Islands flag may be flown. Absolutely no hanging of clothing or items on the Kiosk.
10. Non-compliance may affect future bookings with Wickhams Cay Development Authority and forfeiture of the security deposit.

I PRINT FIRST & LAST NAME have provided a true description of my intended use of Road Town Market Square Pop-Up Shop Kiosk and will comply with the guidelines stated above.

 Applicant's signature



 Wickhams Cay Development Authority Official

OFFICIAL USE ONLY:

APPROVAL FOR USE OF ROAD TOWN MARKET SQUARE POP-UP KIOSK

Permission is hereby granted to _____ to vend the following items
 _____ at Kiosk _____ on date/s
 _____.

Comments: _____

 Wickhams Cay Development Authority Official



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For more information or assistance, please call Wickhams Cay Development Authority at (284) 494-3172.