



Casual Trading Bye-Laws 2026

Bye-Laws

Those Bye-Laws are made under the Casual Trading Act 1995 as amended, for the control, regulation, supervision and administration of casual trading on lands owned, controlled by or in the charge of Longford County Council, within its administrative area.

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1. Long Title

The Cathaoirleach and Members of Longford County Council (hereinafter referred to as “The Council”), in exercise of the powers vested in them by the provisions of the Casual Trading Act, 1995 and all other enabling statutory powers hereby make the following Bye-laws for the control, regulation, supervision and administration of casual trading on lands owned, controlled by or in the charge of Longford County Council, within its administrative area.

2. Preliminary and General

2.1 Citation

These Bye-Laws may be cited as the Longford County Council Casual Trading Bye-Laws 2026

2.2 Area of Application

These Bye-Laws apply to the administrative area of Longford County Council

2.3 Commencement Date

These Bye-Laws shall come into effect on 1 October 2026

2.4 Revocation

All previous Casual Trading Bye-Laws made by Longford County Council and Longford Urban District Council are hereby revoked. A person who contravenes any provision of these Bye-Laws shall be guilty of an offence under the provisions of the Casual Trading Act, 1995, Section 3 and 6(12) the penalty for which is provided in Section 14 of the said Act (as revised in the Fines Act 2010).

3. Definitions

In these Bye-Laws, the following definitions apply, unless otherwise referred:

"The Act"	The Casual Trading Act 1995 (as amended).
"the Regulations"	S.I 146/1996 -The Casual Trading Act 1995 (Forms) and Regulations 1996.
"The Council"	The County Council of the County of Longford.
"Casual Trading Area"	An area listed in Section 5.
"License"	A casual trading license issued by the Council under the Act.
"Licence Holder"	A person to whom a licence has been issued, or the licence holders' servant or agent acting on the licence holder's behalf.
"Authorised Officer"	An officer of the Council or other person appointed by the Council under the Act.
"Event Trading"	Trading at an event or events (casual trading that is not annual or seasonal) as specified in the licence.
"Registered Stall"	Any wheeled or moveable stall, box, barrow, cart, caravan, trailer, or other vehicle, or both, or other stand, or conveyance used for casual trading.
"Vehicle"	Includes every means of conveyance, whether mechanically propelled or not, of persons, market produce, or any goods or article.
"Sell, Selling or Sale"	Offering, displaying, or inviting offers to buy goods.
"Preferred Licence"	Licence issued with preference for locally/regionally produced food products or high-quality arts and crafts, taking experience, quality, product type, overall suitability, market strategy, and waste management plan into consideration.
"Seasonal Trading"	A six-month Licence which is valid from 1 April to 30 September (Peak Season) or from 1 October to 31 March (Off-peak Season).

4. Terms and Conditions

4.1 General

Casual Trading Area

Each of the lands described in Section 5 hereto is hereby designated as a Casual Trading Area for the purposes of the Act.

Casual Trading shall only take place in accordance with the Casual Trading Act 1995 and these Bye-Laws.

Casual Trading shall only take place at the locations designated for that purpose and on the days and at the times specified in the Licence, or for a specified event or events at such other locations as may be approved by the Council.

Casual Trading shall take place only within the space allocated to the Licence Holder, identified by means of a description in his/her Licence and as delineated by the Council.

The allocation of a Casual Trading Area by the Council shall not confer upon the Licence Holder any tenancy or right to occupy or to transfer the said Casual Trading Area.

Servants, agents, assistants, employees, and/or family members of the Licence Holder shall have no right or entitlement to succeed to a Casual Trading Area.

In general, the Council will issue a Licence for only one Casual Trading Area to any individual applicant. However, consideration may be given to applications for more than one Casual Trading Area.

Licence

No person shall engage in Casual Trading unless he/she holds a Licence from the Council that is for the time being in force.

A Licence shall be issued annually.

The Licence shall indicate what goods may be sold and only such goods as shown on the Licence, and for which the appropriate fee has been paid may be sold by the Licence Holder.

A Licence may not be rented or sold or transferred by the Licence Holder. Any Licence Holder found in breach of this condition shall have his/her licence revoked.

An applicant for a Licence shall complete and submit to the Council an application form as prescribed and shall furnish to the Council information as requested with the appropriate fee, and together with such further information as the Council may request, and if the person refuses to comply with these provisions the Council may refuse to grant a Licence to the applicant.

The Council reserves the right to grant or refuse or revoke a Licence. The final decision with regard to the granting of a Licence shall rest with the Council.

Licence Holders shall be responsible for compliance with these Bye-Laws by their servants, agents, assistants and employees.

Licence Fees

An applicant for a Licence must pay the appropriate fee, in advance, for the type of goods being sold in the particular category of the Casual Trading Area.

Licence fees will be reviewed annually and may be revised from time to time by Executive Order.

Display of Licence Number

A Licence Holder shall prominently display the number of his/her Licence in such a position as to be clearly visible and easily legible to members of the public at all times during trading hours.

Surrender of Licence

A Licence Holder may surrender his/her Licence to the Council prior to the expiry of the Licence period.

A Licence Holder who wishes to surrender his/her Licence must give a minimum of one month's notice to the Council.

A person who surrenders a Licence may obtain a refund of that portion of the Licence fee equivalent to the unexpired term of the licence, subject to the maximum refund of 50% of the total Licence fee. Where a Licence has been surrendered, the Council may issue a new Licence for the unexpired term of the surrendered Licence.

Revoking a License

The Council may, at its discretion, decide that a License Holder has lost their claim to a Casual Trading Area for the remainder

of the year and/or their claim to a License for future years, if they have been found to have not engaged in Casual Trading at their designated Casual Trading Area for four (4) consecutive weeks.

The License Holder will be given the opportunity to explain the absence prior to their License being revoked.

Before deciding to revoke a Licence, a 28 day notice giving particulars of the breach and the Council's intention to revoke the Licence will be sent to the Licence Holder.

The Council shall have regard to any written submissions made by Licence Holder prior to deciding whether to revoke the Licence.

A Licence fee shall not be refunded in the event of a Licence being revoked.

Stall

A Licence Holder shall only use a stall, vehicle, trailer or other structure for carrying/displaying goods which is approved by the Authorised Officer of the Council and shall remove same at the end of each day's trading where appropriate.

Stalls shall be maintained in a safe condition at all times and barriers shall be erected around all potential hazards.

Miscellaneous Provisions

An existing Licence, or the issue of Licences for a Casual Trading Area may be temporarily suspended by Executive Order to facilitate construction/development/maintenance of a roadway, footpath, cycle track or other infrastructure or on adjoining sites or for other operational reasons.

Offences

A person who contravenes any provision of these Bye-Laws shall be guilty of an offence under the provisions of the Casual Trading Act, 1995, Section 3 and 6(12).

Penalty

Any person who shall contravene any provision of these Bye-Laws shall be liable for every such offence on summary conviction to a fine in accordance with Section 14 of the Act. The Council reserves the right to revoke a Licence for contravention of these Bye-Laws including failure to remove litter.

4.2 Casual Trading Licence Application Process

The acceptance of a Casual Trading Licence Application by the Council does not guarantee the granting of a Licence. Incomplete application forms shall be invalidated and returned to applicant. The Council may request additional information and reserves the right to refuse or revoke any licence.

The following must be submitted 28 days prior to the proposed commencement of trading for an application for a Casual Trading Licence:

- Completed Casual Trading Licence Application Form, duly signed and dated. Application forms are available on www.longfordcoco.ie/
- 2 passport photographs of the Licence Holder.
- Proof of identity – Passport/drivers licence.
- If the Licence Holder wishes to nominate agents, they must supply the agent's name, agent's proof of identity and passport photograph.
- In the case of licences to sell food, a copy of HSE registration and a photograph of the unit to be used will also be required.
- Photograph of the stall and any other associated equipment / structure to be used.
- Waste Management Plan, outlining procedures for a segregated waste receptacle system (general/recyclable/food waste), if deemed appropriate by the Council.
- Valid Tax Clearance Certificate or Tax Clearance Access Number (TCAN).
- Appropriate fee as per Schedule in Appendix.

4.3 Casual Trading Licence Renewal Process

- The Council's Casual Trading Licence must be renewed on an annual basis. Application forms are available on www.longfordcoco.ie
- Incomplete renewal forms shall be invalidated and returned to applicant.
- The acceptance of a renewal form by the Council does not guarantee the granting of a Licence.
- Failure to submit a valid application for renewal of a Licence 28 days in advance of expiration of the current Licence shall result in the revocation of the Licence.
- The Council reserves the right to reallocate the Casual Trading Area.

4.4 Casual Trading Licence Allocation Policy

Where Casual Trading Areas are available in respect of Annual or Seasonal Licences, an individual applying for a Licence shall furnish to the Council, the information requested in the application form together with such further information as the Council may request for the purposes of the exercise of its powers and functions under the Act and, if an individual fails to comply with this the Council may refuse to grant the individual Licence.

The Council shall consider the following criteria when assigning a particular Casual Trading Area:

- The proper operation of the Casual Trading Area.
- The health, safety and wellbeing of the public attending the Casual Trading Area.
- Preference will be given to traders of artisan products grown, crafted, or manufactured locally in relation to areas designated as preferred locations.
- Existing businesses in the vicinity.

Where multiple applications for a single trading area are received in accordance with the provisions of these Bye-laws, the Council may at its discretion award a Casual Trading Licence by way of lottery. The form of such lottery shall be at the discretion of the Council.

4.5 Casual Trading Event Trading Licences

All applications must be made 28 days in advance of the date of the event. Applications made less than 28 days in advance this timeframe may not be processed. The Council may approve/refuse an application for an Event Trading Licence during an event in the County of Longford. The following must be submitted for an application for a Casual Trading Licence for an Event:

- Completed Application Form, duly signed and dated.
- 2 passport photographs of the Licence Holder.
- Proof of identity – Passport/drivers licence.
- If the Licence Holder wishes to nominate agents, they must supply the agent's name, agent's proof of identity and passport photograph.
- In the case of licences to sell food, a copy of HSE registration and a photograph of the unit to be used will also be required.
- Photograph of the stall to be used.
- Waste Management Plan, outlining procedure for a segregated waste receptacle system (general/recyclable/food waste), if deemed appropriate by the Council.
- Valid Tax Clearance Certificate or Tax Clearance Access Number (TCAN).
- Appropriate fee.

4.6 Terms and Conditions of Trading

- Only the Licence Holder shall engage in Casual Trading at the location specified in the licence.
- No goods other than those specified in the Licence shall be sold.

- Trading shall be confined to the allocated location, for the specified times and days. In the absence of being so specified between the hours of 8.00 a.m. and 6.00 p.m.
- Traders in foodstuffs must comply with the requirements of the local Health Service Executive (HSE) Environmental Health Office in relation to the statutory control of food.
- All people engaged in Casual Trading must indemnify Longford County Council and any person using the facility/service being provided, against any liability arising out of the use of the facility/service in question. In this regard public liability insurance of €6.5m (minimum) in the case of any one accident must be obtained and proof of same must be given by the applicant to Longford County Council before the commencement of any trade. Notice of termination of an insurance policy shall render the Casual Trading Licence null, void and of no effect and in which event the licence holder including servants and agents of the applicant shall forthwith cease to trade and render the area vacant.
- A Licence Holder shall provide, at his/her own expense, suitable receptacles that meet the requirements of the Council for the disposal of litter/waste (waste segregated system).
- A Licence Holder shall keep the Casual Trading Area and a radius of minimum 50 metres clean and tidy and free from litter arising from the Casual Trading business.
- A Licence Holder shall (where possible) use compostable products and promote recycling.
- The Council may remove any stall (or like receptacle) found in a trading place outside of trading hours.
- A Licence Holder shall prominently display his/her casual trading Licence in such a position as to be clearly visible and easily legible to members of the public.
- A Licence Holder may nominate two agents to assist in the operation of a designated trading stall under the following terms and conditions:
 - There may only be two people operating the stall at any one time and each of them must be trading within one meter of the stall.
 - Where practicable, the Licence Holder must be present at all times. It is acceptable that the Licence Holder be absent during holiday periods, or due to illness, but these absences must be advised to the Council.

- While occupying a trading place a Licence Holder must obey all lawful reasonable requests of an Authorised Officer or a member of An Garda Síochána.
- This Licence may be revoked at any time if any condition of the Licence has been or is being contravened.
- Only approved connections for fuel or power supply shall be used.
- A person engaged in Casual Trading shall not obstruct any business, premises, footpath, public road or public right of way.
- A person engaged in Casual Trading shall not conduct trading in a manner that causes or is likely to cause offence.

4.7 Licensee's Responsibilities

No person shall engage in Casual Trading unless he/she holds a Licence from the Council that is for the time being in force.

The Licence shall indicate what goods may be sold and only such goods as shown on the Licence and for which the appropriate fee has been paid may be sold by the Licence holder.

A Licence may not be rented, or sold, or transferred by the Licence Holder. Any Licence Holder found in breach of this condition shall have his/her Licence revoked.

An applicant for a Licence shall complete and submit to the Council an application in the form as prescribed in the Regulations and furnish to the Council the information requested in the application form together with the appropriate fee, and together with such further information as the Council may request, and if the person refuses to comply with these provisions the Council may refuse to grant a Licence to the applicant.

A Licence Holder shall provide, at his/her own expense, suitable receptacles that meet the requirements of Longford County Council for the segregation and disposal of litter/waste.

The Council reserves the right to grant or refuse or revoke a Licence. The final decision with regard to the granting of a Licence shall rest with the Council.

Licence Holders shall be responsible for compliance with these Bye-Laws by their servants, agents, assistants and employees.

4.8 Waste Management

Licence Holders shall ensure that all waste generated at the Casual Trading Area is managed and disposed of appropriately and in accordance the Waste Management Act 1996 (as amended), the Litter Pollution Act 1997 (as amended), and any relevant Regulations and EU Directives. Licence holders shall, on request by an Authorised Officer, produce evidence of method of disposal of waste generated in the Casual Trading Area.

5. Designated Casual Trading Areas

The lands and location of each Trading Area as set out below in Table 5.1 and delineated on the maps attached hereto in Appendix 1, are hereby designated as the Casual Trading Areas by the Council.

The Council reserves the right to amend these areas following the procedures under Section 6(6) of the Act.

Note: Licence Types

- Annual
- Renewal
- Peak Seasonal (1 April to 30 September)
- Off Peak Season (1 October to 31 March).
- Event

Table 5.1

Pitch Ref No.	Proposed Location	Google Location	No. Pitches	Approx. Pitch Size
BN1, BN2 & BN3	Main Street N55 & R392, Ballymahon	https://www.google.com/maps/d/edit?mid=1-CjtUY_39AKyPLss-92W10CFaVlocU4&usp=sharing	3	5 x 4.8 5 x 4.8 5 x 5.8
DH1	Main Street, Drumlish	https://www.google.com/maps/d/edit?mid=1-drkYkDFhQnmXRI0lq58UbqgdMblsD5g&usp=sharing	1	4 x 6
EN1	Main Street, Edgeworthstown	https://www.google.com/maps/d/edit?mid=1-b9laW2jfXY3-wfvJvVCOwwsurhpJH7A&usp=sharing	1	5 x 5
GD1 & GD2	Main Street, Granard	https://www.google.com/maps/d/edit?mid=1-1NPCW3wxPGrFzS88Pf1ber5MkVXorcQ&usp=sharing	2	3 x 6
LH1 & LH2	Car Park & Main Street, Lanesborough	https://www.google.com/maps/d/edit?mid=1-7WLZMbHf7tqQPwRxhSdSAT9STFoAl7s&usp=sharing	2	9.4 x 7.5 2.5 x 6
LD1, LD2, LD3, LD4 & LD5	Market Square, Longford Town	https://www.google.com/maps/d/edit?mid=1-sqGfu8if50IV-8DxkU7UgdzGmqclVEI&usp=sharing	5	3 x 6

6. Appendix 1

6.1 Pitch Location Maps

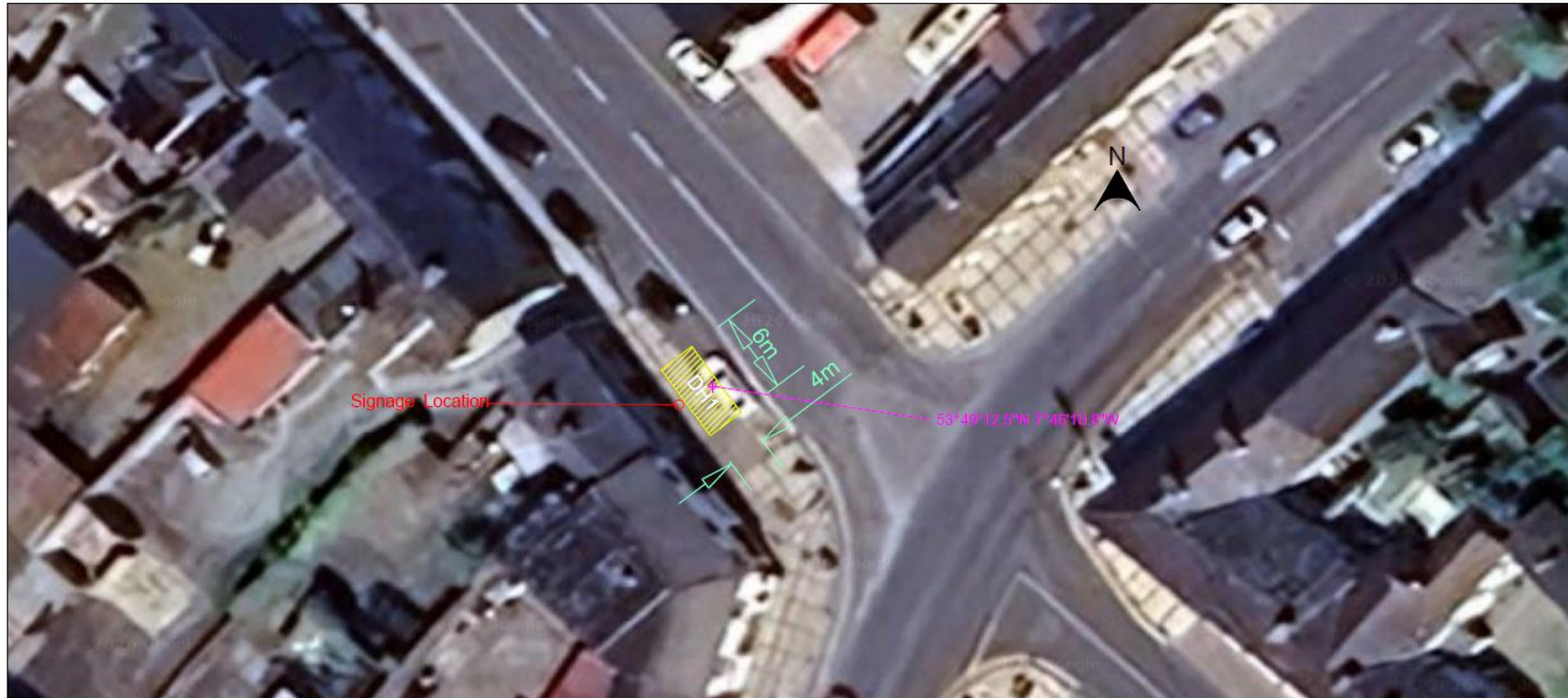
Trading Area Ref. 1: Main Street N55, Ballymahon, BN1 (1 no. pitch approx. 5 x 4.8m)



Trading Area Ref. 2: Main Street R392, Ballymahon, BN2 & BN3 (BN2 approx. 5 x 4.8m BN3 approx. 5 x 5.8m)



Trading Area Ref. 3: Main Street Drumlish, DH1 (1 no. pitch approx. 4 x 6m)



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Rev. No.	Date	Revised Notes	Des. by	Chkd. by



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Longford County Council

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Project: Casual Trading			
Title: Drumlish			
Drawing No: 0001		Revision: 01	
Scale: N/A	Date: 13/04/2026	Status: MAP	
Drawn by: Martin C	Checked: RS	Approved: RS	

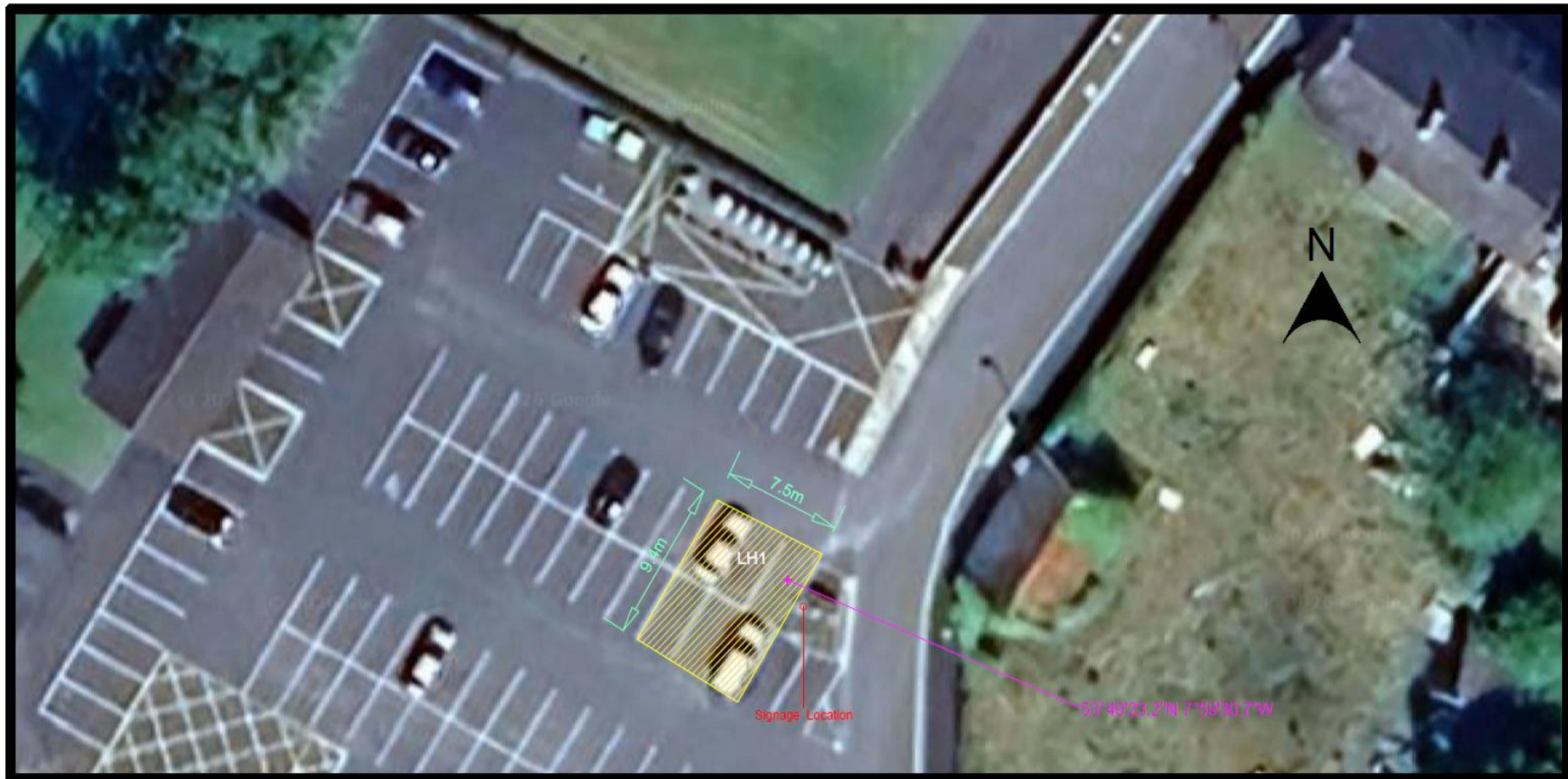
Trading Area Ref. 4: Main Street, Edgeworthstown, EN1 (1 no. pitch approx. 5 x 5m)



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Trading Area Ref. 6: Car park, Lanesborough, LH1 (1 no. pitch approx. 9.4 x 7.5m)



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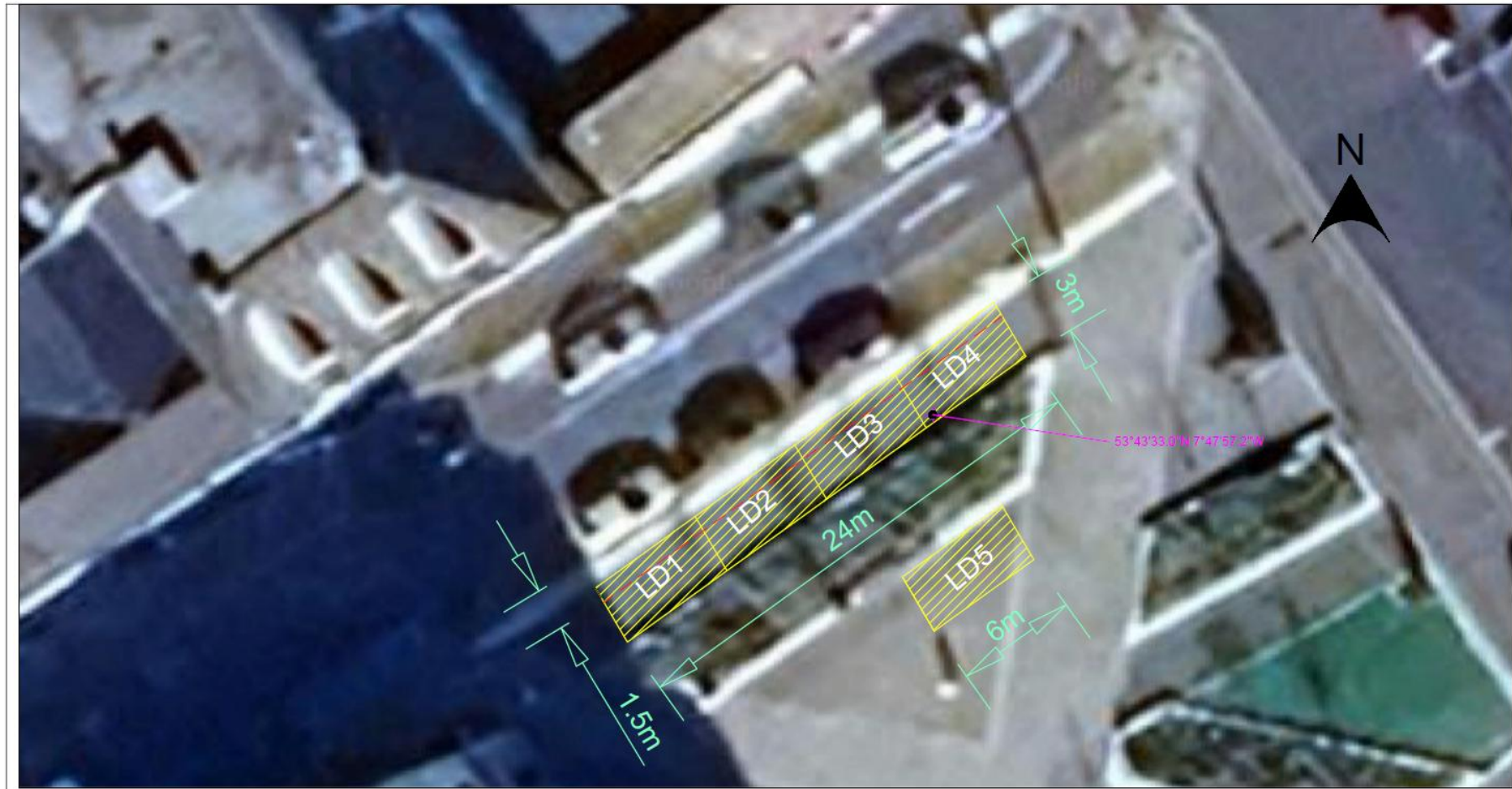
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Drawing No: 0001	Revision: 02		
Scale: N/A	Date: 12/05/2026	Status: MAP	
Drawn by: Martin C	Checked: RS	Approved: RS	

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Tel. (043) 46231

Drawing No: 0001		Revision: 0	
Scale: N/A	Date: 22/04/2026	Status: MA	
Drawn by: Martin C	Checked: RS	Approved: R	

Trading Area Ref. 8: Market Square, Longford Town, LD1 – LD5 (5 no. pitches approx. 3 x 6m)



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Project: Casual Trading			
Title: Market Square, Longford			
Drawing No: 0001		Revision: 01	
Scale: N/A	Date: 03/06/2026	Status: MAP	
Drawn by: Martin C	Checked: RS	Approved: RS	

7. Appendix 2

7.1 Schedule of Fees

Municipal District Pitch Location	Annual	Seasonal		Events (Not Annual or Seasonal)
		1 Apr- 30 Sept	1 Oct- 31 Mar	
Longford Town	€500	€300	€200	€50 per day
All Other Locations	€400	€250	€150	

8. Appendix 3

8.1 Application for Longford County Council Casual Trading Licence



Application Form for a Designated Area Casual Trading Licence

Trading shall not commence without receipt of a Casual Trading Licence.

- A €50 non-refundable application fee, must be submitted with each application for a Casual Trading Licence.
- Please ensure that each section of this application form is fully completed and signed, and that all necessary documentation is attached to your application form. Failure to complete this form or attach the necessary documentation, or the submission of incorrect information or omission of required information will lead to invalidation, and the return of your application.
- Licence fee only payable upon offer of a pitch location.
- Applications which do not meet Longford County Council's selection criteria will be refused. Selection of applications will be based on preference for locally/regionally produced food products or high-quality arts and crafts, with experience, quality, product type, overall suitability, market strategy, and waste management plan taken into consideration.
- Please ensure you supply detail (dimensions, photographs, quantity, etc) of your "stall" and any other associated structures. Standard pitch size subject to the discretion of the Council.

- Application Form

Please tick which type of Licence you are applying for:	
1. Annual Licence	
2. Renewal Licence	
3. Seasonal Licence (Peak Season)	
4. Seasonal Licence (Off - Peak Season)	
5. Event Licence	

Applicants Details:	
Name of Applicant:	
Full Postal Address:	
Mobile No:	
Email Address:	
Name of Insurance Company:	
Insurance Renewal Date:	

PPS No/Tax Reference No. (CRO):	
Trading Status (example) Sole Trader, Limited Company, Charity etc.,	
Preferred Pitch Location:	
Pitch Number (if known):	
Preferred Day & Time of Trading:	
Goods to be sold:	

Nominated Agents:	
Agents Name (if applicable):	
If you were the holder of a previous Casual Trading Licence please quote the following:	
License Number:	
Expiry Date:	

Check List:

Failure to include the following with your application form will deem it invalid and it will be returned.

- Completed application form.
- 2 passport photographs of the Licence Holder.
- Proof of identity – Passport/drivers licence.
- If the Licence Holder has nominated an agent, they must supply the agent's name, agent's proof of identity and passport photograph.
- In the case of licences to sell food, a copy of HSE registration and a photograph of the unit to be used will also be required.
- Photograph of the stall to be used.
- Waste Management Plan, outlining procedure for receptacle waste segregated system. (general/recyclable/food waste), if deemed appropriate by the Council.
- Valid Tax Clearance Certificate or Tax Clearance Access Number (TCAN).
- Appropriate application fee.

Declaration:

I declare that:

1. I have not been convicted of two or more offences under the Casual Trading Act 1995, within three years prior to the date on which I intend to commence casual trading.
2. The foregoing particulars are correct.
3. Prior to trading commencement, I will provide LCC with a copy of my public liability insurance policy for the full duration of the licence period, of at least €6.5 million in the case of any one accident, with Longford County Council indemnified on the policy.
4. I have read and agree to abide by the Longford County Council, Casual Trading Bye-Laws 2026.
5. I will pay the appropriate licence fee

Signature:		Date:	
Print Name:		Date:	

N.B.: The acceptance of an application by Longford County Council does not guarantee the granting of a licence.