

## Crane/Oversail Licence Application Form 2025

Please return the completed application form below along with a copy of your valid public liability insurance certificate to the email address on page 2 of this document. There is a fee of £129.10 per month. Once the application has been processed an invoice for payment will follow. Please apply at least two weeks in advance of the time when you will be requiring the licence.

I/We hereby make application for a licence to set up a crane, tower crane, scissor lift or cherry picker at:

<b>Location</b>	
<b>Reason for Application</b>	
<b>Type of apparatus (i.e. crane, scissor lift, cherry picker)</b>	
<b>Start Date</b>	
<b>Finish Date</b>	
<b>Emergency Contact Number when you are on site</b>	

I/We undertake and agree to set up and maintain the crane, tower crane, scissor lift or cherry picker and continue the licence in all respects to the satisfaction of the Council and in accordance with the statutory provisions attached, which I/we acknowledge to have carefully read.

<b>Name of Firm/Applicant</b>	
<b>Address</b>	
<b>Name and Job Title</b>	
<b>Signature</b>	
<b>Date</b>	
<b>Tel</b>	
<b>Email</b>	

The licensee should ensure that they are in possession of a valid insurance policy for public liability to the value of **Five Million Pounds**. Please enclose a copy of your certificate for this insurance with your application form.

The licensee shall indemnify the Council against all liability, claims and demands whatsoever in connection with, or arising out of, the erection, maintenance, existence and/or removal of the crane, cherry picker or tower crane, scissor lift, hoarding, scaffolding, platform, handrail, etc., referred to. The Licensee shall also indemnify The Council in the event of any accident, occurrence, subsidence or sinking of the surface of the public way, or the execution or non-execution of any work.

Before or immediately following the removal of any crane, cherry picker, tower crane, hoarding, scaffolding, fencing, platforms, handrails etc., the licensee shall level and make safe the surface of the public highway. All cranes, tower cranes, cherry pickers, hoardings, scaffolds, fencing, platforms, handrails etc. must be erected and maintained in line with all current legislation.

Should you require a road closure to accommodate your works, please contact the Street Works Team (details below) to request a TTRO application form. Please allow ten weeks for us to process this Legal Order.

Safe access around the works must be provided for pedestrians and all traffic management must be in accordance with the current regulations.

**Please send your completed application form and a copy of your public liability insurance certificate to:-**

**Email:** [streetworks@bedford.gov.uk](mailto:streetworks@bedford.gov.uk)

**Tel:** 01234 718040