

	As required by ISO 9001 Effective date - _____ 2014	IC-52/05 Version 01 Changed pages 00/02
	The Executive Committee of Ivano-Frankivsk City Council	
	INFORMATION CARD Conclusion of the contract on the right of temporary use of certain elements of accomplishment of municipal property for placement of temporary structures and summer trading platforms for conducting business activities	
Original: Authorized Representative for QMS Matters copies: according to the register of mailing		

Created by:	Checked by:	Approved by:
Head of Trade Department of Executive Committee of City Council _____ Ganchak O.	Authorized Representative for QMS Matters _____ Lys A.	Mayor _____ Anushkevychus V.
"___" _____ 2014p.	"___" _____ 2014 p.	"___" _____ 2014 p.

1	Body providing the service	Trade Department of Executive Committee of City Council
2	Place of application and getting results of service	Center of Administrative Services Delivery Nezalezhnosti Str, 9 Phone/fax : 75-01-19, 75-21-41 e-mail: cnap@mvk.if.ua , web-site: www.cnap.if.ua Working hours: Monday, Thursday: 9.00 - 20.00 Tuesday, Wednesday, Friday, Saturday: 9.00 - 16.00
3	The documents required for obtaining administrative services	1. Application of the entity on contract conclusion. 2. Excerpt from the decision of the Executive Committee of the City Council to provide the approval for arrangement of the summer trading platform or temporary structures. 3. Informational reference (for temporary structures). 4. Excerpt from the Unified State Register of legal entities and individual entrepreneurs.
4	The procedure and method of submitting documents	Personally or by procurance (notarized)
5	Payment	Free
6	Term	20 days
7	Service result	The contract on the right of temporary use of certain elements of accomplishment of municipal property for placement of temporary structures and summer trading platforms for conducting business activities
8	Method of obtaining response (output)	Personally or by procurance (notarized)

9	Legislative and regulatory basis	<ol style="list-style-type: none"> 1. The Constitution of Ukraine of June 28, 1996 (as amended) (Paragraph 1 of Article 143). 2. Law of Ukraine of May 21, 1997 № 280/97 "On Local Self-Government in Ukraine" (as amended). 3. Law of Ukraine "On regulation of urban development." 4. The Law of Ukraine of September 6, 2005 № 2807-1U "On the improvement of human settlements." 5. Decision of ERM of March 20, 2014 № 152 "On approval of the new version of the "Regulation on the placing and arrangement of summer trading platforms in Ivano-Frankivsk. " 6. Decision of Ivano-Frankivsk City Council of March 21, 2014 № 1372-43 «On Approval of the new edition of the Regulation on temporary use of certain elements of accomplishment of municipal property for placement of temporary structures to support its business activities, summer trading platforms and prefabricated metal garages”.
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