



GENERAL LOCAL LAW PERMIT APPLICATION FORM

Permit Applicant's Details

Applicant's full name or name of applicant group or body:

Postal Address:

Postcode:

Contact Person No.1:

Phone: (work): (mobile): (fax):

Email:

Contact Person No.2 (if applicable):

Phone: (work): (mobile): (fax):

Email:

Full Name of person/s authorised to sign the permit:

Full Name:

Position Held:

Full Name:

Position Held:

Does applicant have its own current public liability insurance? If so, please provide a copy of the policy details:
YES / NO (circle)

Has the applicant operated under a permit with the Shire previously? – provide details



Required Information			
Name of Thoroughfare or Reserve:			
Address (if applicable):			
Postcode:			
Describe the proposal:			
Proposed operating dates:			
Proposed hours: Start:	AM/PM	Finish:	AM/PM
Proposed number of employees/assistants:			
Maximum numbers of persons to be served/participate involved at any one time:			
Details of any equipment to be used:			
Proposed numbers and locations of car parking bays to be used if applicable:			

Detail any proposed management of environmental impacts:
Outline of how you would manage risks so as to provide a safe and enjoyable experience:
Relevant Qualifications/Accreditations/Certificates: Provide details of any relevant and current accreditation/licences required for the proposed activity.

Signature of Authorised Person	
Full Name:	Position Held:
Dated the day of (Month) 201	

ALL APPLICATION FORMS SHALL BE ACCOMPANIED BY:

- Site Plan (2 Copies) with all relevant annotations ie: site location, car parking etc
- Payment as per schedule of fees and charges – **FEE IS NON-REFUNDABLE**

OFFICE USE ONLY
Acceptance Officer's Initials: _____ Date Received: _____
Application No: _____