

Weddings and Private Ceremonies



October 2020

There are many beautiful locations that are popular for weddings and private ceremonies within the Shire of Augusta Margaret River. A permit is required in order to hold a ceremony on land that is vested with the Shire. Please complete the attached application form and submit with a location plan. A permit fee is payable on lodgement of your application.

Things to Consider

Weddings and private ceremonies are very personal events, when selecting your location it is important to understand that beaches and reserves are “Public Open Space” which is intended for recreational use. Permits for weddings and private ceremonies do not grant the holder exclusive use of the site. Other users may be in the area playing, walking dogs or even launching boats and jet skis. Members of the public will have the right to use the area while your ceremony is taking place. Please keep in mind you are in a public open space that is not specifically designed for private ceremonies.

Visual appearance and presentation of your chosen location cannot be guaranteed, while the Shire may advise you of potential works in the area chosen for your ceremony, works by other agencies and other environmental issues such as weather, storm destruction or accumulated seaweed may impact on you on the day.

Use of the Reserve

Permits for ceremonies are granted for a maximum time frame of three hours, this is to include set up and pack of any items to be used for the ceremony.

You may bring items onto beaches or reserves on a small scale for use at the ceremony. A small shade structure (no larger than 10m²) for protection from sun and rain may be erected. Other items such as, arches and chairs are permitted. One arch, a maximum of 10 chairs and a small table for celebrant use are permitted. Structures need to be adequately secured (with weights, no pegging on grassed reserves) to ensure stability. All items are to be installed and removed from the site within the permit time frame. Details of all items to be used on reserves are to be included in the permit application. No items are to be brought onto the reserve without prior approval.

The permit holder is responsible for ensuring the reserve is left litter and damage free at the conclusion of the ceremony. Confetti is not permitted. If there is any damage to the reserve (i.e. damage to reticulation) the cost of repairs will be the responsibility of the permit holder.

Permits for ceremonies on Shire reserves will not be granted for ceremonies to be held on long weekends or public holidays.

WEDDINGS AND PRIVATE CEREMONIES

Vehicles

Car parking is an important consideration. Coastal locations during the spring and summer months have a high recreational use, car parking in these areas is often at capacity. Advising guests to carpool or bringing them to the ceremony by bus is recommended. No car bays may be reserved for those attending your ceremony.

Vehicles are not permitted to be driven onto Shire reserves. Please be mindful of this when organizing items / structures you wish to use for the ceremony

Application

This application package is for ceremonies only, Shire beaches and reserves are generally not considered appropriate for larger functions such as wedding receptions.

Please contact Shire's Events and Permit Officer on 9780 5266 should you need to discuss your application.

Popular locations such as Hamlin Bay, Boranup Forest and Redgate Beach are managed by the Department of Biodiversity, Conservation and Attractions. If you wish to hold your wedding or private ceremony in one of these locations there is no need to contact the Shire, please contact Parks and Wildlife Service, Busselton office on 9752 5555.

Application for wedding or private ceremony



September 2020

Environmental Health

Permits for weddings and private ceremonies do not grant the holder exclusive use of the site

Applicant details	
Applicant name	
Postal address	
Email	
Phone	
On-site contact name	Phone

Ceremony details	
Type of ceremony	
Location (please provide a map showing exact location)	
Date	
Start time	Finish time
Set up time	Clean up time
Number of guests	
Will you be bringing structures on to the Reserve? <input type="checkbox"/> yes → provide details, e.g. number of chairs, arbour etc <input type="checkbox"/> no	
Have you arranged for guest transport to and from the ceremony? <input type="checkbox"/> yes → provide details	

APPLICATION FOR WEDDING OR PRIVATE CEREMONY

no

Will amplified sound be used at the ceremony?

yes → provide details

no

Have you attached a plan of the location you wish to use for your Ceremony?

Maps available on Shire website www.amrshire.wa.gov.au "Intramaps" or contact Events Officer phone 9780 5266

Declaration


I declare that all information supplied in this application is true and correct. I accept responsibility for ensuring compliance with the Local Laws and conditions pertaining to use of Shire of Augusta Margaret River property.

Name

Date

Signature


Payment details

 **In person**
(Cash, Cheque, EFTPOS)

Customer Service
Shire Civic Administration Centre
41 Wallcliffe Road
Margaret River

 **Telephone**
(Credit Card only)

Please tick
A Customer Service
Officer will contact you.

 **Post**
(Cheque - made payable to Shire of Augusta Margaret River)

Shire of Augusta Margaret River
PO Box 61
Margaret River WA 6285

Fee: \$138.00

Receipt #

Application # P

APPLICATION FOR WEDDING OR PRIVATE CEREMONY