

Permit Application

Busking, Charity Street Stall or Private Street Stall



Local Law No. 1 (Administration) 2011
Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads)

Enquiries: 07 4913 5000 / 1300 790 919 Email: enquiries@livingstone.qld.gov.au
Address: PO Box 2292 YEPPOON QLD 4703

www.livingstone.qld.gov.au

PRIVACY NOTICE

Livingstone Shire Council is collecting the personal information you supply on this form for the purpose of processing your application. The Council is authorised to do this under *Local Law No. 1 (Administration) 2011*, specifically *Subordinate Local Law No. 1.2 (Commercial Use of Local Government Controlled Areas and Roads) 2011*, *Subordinate Local Law 1.4* and *Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads)*. Your personal details will not be disclosed to any other person or agency external to Council without your consent unless required or authorised by law.

This application form is to be used when applying for the use of a Council controlled road, facility or area for the purpose of busking or street stalls. The details provided are used by Council to assess the application. The application must be submitted with all supporting documentation.

Applicant Details

Applicant Name (Individual, Partnership, Company)

Company/Organisation Name (if Partnership or Company)

Postal Address

Suburb & Postcode

Contact Number(s)

Company Director(s) Name (if applicable)

Email

Manager(s) Name (if applicable)

Activity Details

Which Type of Activity are you applying for?

- Roadside Vending – Charity Street Stall
(Proof of Charity must be supplied) Busking Roadside Vending – Private Street Stall

Dates and Times of Activity **(Must be supplied)**

Location of Activity **(Shop and Address Details)**

Type and Number of Performers **(Busking)**

Goods or Services being sold **(Street Stall)**

Site Area Required (m²)

Additional Information if required

Shop/Property Owners Consent

Owners Name (Individual, Partnership, Company)

Postal Address

Contact Number (s)

Suburb & Postcode

Signature of Owner

Email

Date

OFFICE USE ONLY

Date Lodged: ____/____/____

CSO: _____

Permit No: LOCLAW/_____

(Booking Module)

Receipt No.: _____

Checklist

Subordinate Local Law No. 1.2 (Commercial Use of Local Government Controlled Areas and Roads) 2011

The following is required to be submitted with this application.
Use this checklist to ensure that you have attached all necessary documents for Council to assess and decide the application.

Council is unable to process an application if mandatory supporting documentation is not submitted.

- A site plan to scale including:
1. The boundaries of the site and the locations of any buildings, roads or structures
 2. The proposed location of the activity
 3. The dimensions of the proposed passageway for pedestrian traffic
- A copy of current public liability insurance (listing Livingstone Shire Council as interested parties) for a minimum of 10 million dollars for Council controlled roads or 20 Million dollars for State controlled roads (Street Stall).
- Evidence that the organisation is a registered charity (Charity Street Stall).
- Permission from the shop owner (Busking and Street Stall applications)

Declaration

The applicant must be the responsible person for the activity.

I declare that the information I supplied on this application is complete, truthful and correct in every detail.

Signature of Applicant

Date

Name of Applicant (Individual, Partnership, Company)

Name of Signatory (if Partnership or Company)

Position of Signatory (if Partnership or Company)

Payment Options

IN PERSON – Council's Customer Service Centres at 25 Normanby Street Yeppoon or Emu Park Library, 7 Hill Street, Emu Park.

TELEPHONE – Call 1300 790 919 or 07 4913 5000 between 8am and 5pm Monday to Friday to pay with MasterCard or Visa.

Council complies with the Payment Card Industry Data Security Standard. Compliance helps to alleviate sensitive data being compromised and protects cardholder data. Credit Card Numbers are NOT to be recorded on this form. **Customer Service staff will contact you regarding payment once this form is received.**

MAIL – Make your cheques payable to 'Livingstone Shire Council' and send to PO Box 2292 Yeppoon Queensland 4703.