|  |  |  |
| --- | --- | --- |
| **Form current as at 23 July 2012**NewLogoVertBW1 | Application for Local Law Permit | Records Use Only: |
| **Attachments Required:** |  |  |
| * **Signed indemnity over page**
 | * **Check list completed**
 |  |
| * **Site Plan**
 | * **Copy of Public Liability Insurance**
 |  |
| **OFFICE USE ONLY:** |  |
| **Organisation’s****Declaration No.**  | **Permit Number:** | **Date: / /** |
|  | **Officer Signature:** | **Officer Name:** |

|  |
| --- |
| Organisation Name: |
| Contact Person: |
| Contact Phone: | Mobile Phone:  |
| Address:  |

**Contact Details**

Name of the organisation and who should council contact if we have any questions?

**The Proposal**

|  |
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| * Raffle - Please note that; **raffles** in Victoria may only be conducted by organisations which have been ‘declared’ a genuine community or charitable organisation by the Victorian Commission for Gambling Regulation. Organisations wishing to apply for a declaration can contact the Victorian Commission for Gambling and Liquor Regulation on 03 9651 3630 or 1300 182 457 or visit [www.vcglr.vic.gov.au](http://www.vcglr.vic.gov.au)
 |
| * Wood Trailer -If you intend setting up a **wood trailer** outside shop premises, you are requested to gain prior permission from the shop owner and to contact Council’s Local Law Officer regarding the positioning of the trailer in the street.
 |
| * Food Stall - If you intend setting up a **food stall** you will also need to apply to Council’s Environmental Health Unit
 |
| * Collection
 | * Street Stall
 | * Car Rally
 |
| * Roadside grazing
 | * Road closure
 | * Firewood Collection
 |
| * Alfresco Dining
 | * Display goods on footpath
 |  |
| * Other (please specify):
 |
| **Dates Requested:** (maximum of six dates allowed) |
| Date: | Time: | Date: | Time: |
| Date: | Time:  | Date: | Time |
| Date: | Time:  | Date: | Time |

Description of proposed use.

*Applications are to be submitted a minimum of 14 days prior to your event. This will allow for processing or your application and return of the permit by mail.*

**Please Note:-**

If the location of the stall/event is outside the front of a retail premise, the owner’s written consent must be obtained prior and submitted with this application.

**Location**

|  |
| --- |
| Street No: |
| Street /Road:  |
| Township: |
| Other:  |
| Signature of applicant: | Date: / / |

 Form current as at August 2013

**Forward to**:

Local Law Department

Murrindindi Shire Council

PO Box 138

ALEXANDRA VIC 3714

**Enquiries:**

Ph: 03 5772 0333

Fax: 03 5772 2291

**Email Address:**

msc@murrindindi.vic.gov.au

# Murrindindi Shire Council

# General Conditions of Application for A Local Laws Permit

# Indemnity Form

In making an application to the Murrindindi Shire Council the applicant acknowledges the following conditions:

1. The site shall only be used for the uses applied for and approved by Council.
2. Any licence fee or bond shall be paid prior to the issue of the permit.
3. Keep the site tidy, clean up after use and not erect any unauthorised structures.
4. Not to carry out any dangerous practice, nuisance or offensive behaviour that might interfere with any other persons.
5. The applicant agrees that should a permit be granted they will conduct the use of the site at the permit holder’s risk.
6. The permit holder indemnifies and keeps indemnified the Council and its employees, agents and contactors against all cost, liability, loss or damage incurred or suffered concerning:
	* any legal liabilities arising from the conduct of the site use at the site or by reason of the permit holder’s occupation or use of the site;
	* any damage to the site, or any loss or damage to anything in or near it; and
	* any death of, or any injury to, any person on or near the site arising out of the site use or any other use of the site by or under the control of the permit holder during the licence period.
7. The permit holder must effect and keep current during the permit period a public risk insurance policy. Such insurance must indemnify the permit holder and the Council against actions, suits, claims and demands of any kind arising from any act by the permit holder, its agents, invitees, customers or visitors to the site whether negligent or not.
8. Any insurance required to be effected by the permit holder in the joint names of the permit holder and the Council shall include a cross-liability clause in which the insurer agrees to waive all rights of subrogation or action against any of the persons comprising the insured and for the purpose of which the insurer accepts the term “insured” as applying to each of the persons comprising the insured as if a separate policy of insurance had been issued to each of them (subject always to the overall sum insured not being increased thereby).
9. The permit holder must produce to the Council, prior to the site use, a copy of the insurance policy to be taken out under this permit.
10. The permit holder must inform the Council immediately of any incident that may result in a claim against the permit holder or the Council.

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| Name of permit holder/organisation: |
| Name of contact person (representative): |
| Signature of contact person (representative): | Date: / / |
| Please note – Permission for an event or stall will not be issued if this application is incomplete and the required attachments are not supplied. |