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| **Form current as at 23 July 2012NewLogoVertical_small** | **Local Law Permit Application** |

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| Contact Person: | |
| Organisation Name (if applicable): | |
| Phone: | Email: |
| Postal Address: | |

**Contact Details**

Who should we contact if we have any questions?

**Your e-mail address is our preferred method of delivery for your permit. Please provide it when possible.**

**Application Details:**

To allow sufficient processing and production time, please submit your application a minimum of 14 days prior to your event.

**Insurance:**

Please provide a copy of your current Public Liability Insurance.

Why do we need this? Please see item 6 overleaf.

**Owner’s consent:**

Stalls or events held in front of a shop require the business owner’s written consent. Please provide a copy with this application.

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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. Organisations wishing to apply for a declaration can contact the Victorian Commission for Gambling and Liquor Regulation on 1300 182 457 or visit [www.vcglr.vic.gov.au](http://www.vcglr.vic.gov.au).  Organisation’s Declaration Number: \_\_\_\_\_\_\_\_\_\_\_   * Food stall   If you intend setting up a food stall you will also need to apply online via Streatrader at [streatrader.health.vic.gov.au](http://streatrader.health.vic.gov.au/)   * Street stall | | | | | |
| * Shipping container | | * Wood trailer | | * Roadside grazing | |
| * Alfresco dining | | * Road closure | | * Shop to display goods on footpath | |
| * Other (please specify): | | | | | |
| Requests to burn off or to collect firewood can be made via Council’s online customer request form.  Please visit [murrindindi.vic.gov.au/Contact-Us/Customer-Request-Form](http://www.murrindindi.vic.gov.au/Contact-Us/Customer-Request-Form) | | | | | |
| **Event location:** | | | | | |
| **Requested dates:** (Raffles - maximum of six dates allowed per application) | | | | | |
| Date: | Time: | | Date: | | Time: |
| Date: | Time: | | Date: | | Time |
| Date: | Time: | | Date: | | Time |

**Should you require any further please call 03 5772 0333**

**Completed applications:**

Please email to [locallaws@murrindindi.vic.gov.au](mailto:locallaws@murrindindi.vic.gov.au)

Forward by post to Murrindindi Shire Council, PO Box 138, ALEXANDRA VIC 3714

By hand to any Council office

# General Conditions of Application for a Local Laws Permit and Indemnity Form

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

1. The site will only be used for the uses applied for and approved by Council.
2. Any licence fee or bond must be paid prior to the issue of the permit.
3. The permit holder will keep the site tidy, clean up after use and not erect any unauthorised structures.
4. The permit holder will not to carry out any dangerous practice, nuisance or offensive behaviour that might interfere with any other persons.
5. The permit holder agrees that should a permit be granted they will conduct the use of the site at their own risk.
6. **Public Liability Insurance:**

Insurance is required for all permits listed on the reverse of this application

Obligation to insure: The permit holder shall, at all times during the Agreement Term, be the holder of a current Public Liability Policy of Insurance (“The Public Liability Policy”) to cover legal liability to third parties for personal injury or property damage as a result of an occurrence in connection with the business of the insured, as specified in the public liability policy/Annexure in the name of the Permit Holder providing coverage for an amount of at least that stated in the Annexure.

The Public Liability Policy shall extend to cover the Murrindindi Shire Council (the Principal) in respect to claims for personal injury or property damage arising out of the negligence of the Permit Holder.

1. **Indemnity:**

The Permit Holder agrees to indemnify and to keep indemnified the Murrindindi Shire Council, its servants and agents ( the Principal), and each of them from and against all actions, costs, claims, charges, expenses, penalties, demands and damages  whatsoever which may be brought or made or claimed against them, or any of them, in connection with the Permit Holders performance or purported performance of its obligations under this Contract and be directly related to the negligent acts, errors or omission of the Permit Holder.

The Permit Holders liability to indemnify the Murrindindi Shire Council shall be reduced proportionally to the extent that any act or omission of the Murrindindi Shire Council, contributed to the loss or liability.

1. 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.
2. 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:** | |
| **Name of contact person (if different to permit holder):** | |
| **Signature of contact person:** | **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. | |