**Local Law Permit – Short Term Activity Application**

The Community Local Law 2020 requires a permit for certain activites to be undertaken on Council land. Please check the page at <https://www.murrindindi.vic.gov.au/Your-Council/Local-Laws-and-Permits> to see if you need to apply.

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| **Applicant details** | | | | | | |
| Given name: | | | | | | |
| Surname: | | | | | | |
| Organisation name (if applicable): | | | | ABN: | | |
| Street address: | | | | | | |
| Town/suburb: | | | State: | | | Postcode: |
| Postal address (if different to above): | | | | | | |
| Mobile number: | | Other contact number: | | | | |
| Email: | | | | | | |
| **Location address** | | | | | | |
| Street address: | | | | | | |
| Town/suburb: | | | State: | | | Postcode: |
| **Permit description type** (please indicate all that apply) | | | | | | |
| Alcohol consumption  Collection  Busking  Camping  Event  Filming  Fireworks / Pyrotechnics  Food stall  Street Festival or procession | | Parking  Raffle  Recreation vehicles  Road closure ($101.00 advertising fee applies)  Skip bin  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | |
| Description of activity | | | | | | |
| **Requested date/s & time/s** (Please note that there is a maximum of six dates allowed per application in relation to a permit) | | | | | | |
| Date: | Time: | Date: | | | Time: | |
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| **Attachments and information required** | | | | | | |
| Business owner’s written consent (see further information)  The organisation’s Declaration Number (raffles): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (see further  information)  Streatrader certificate of registration (see further information)  General Conditions of Application and Indemnity Form (see page 3)  Public Liability Insurance Policy (see General Conditions of Application and Indemnity Form page 3)  This is not required for activities on private land eg camping  Site map (see page 4) | | | | | | |
| **Further information** | | | | | | |
| Stalls or events held in front of a business require the business owner’s written consent.  Please note that raffles in Victoria may only be conducted by organisations that 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).  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/).  To allow sufficient processing and production time, please submit your application a minimum of 14 days prior to your event.  If you require any assistance completing this form please contact Council on (03) 5772 0333 or via email at [customer@murrindindi.vic.gov.au](mailto:customer@murrindindi.vic.gov.au) | | | | | | |
| **Applicant Declaration and Signature** | | | | | | |
| I/We understand that Council at its discretion may release details contained in this application to adjoining landholders and, if issued, that this permit may become a public document.  I/We have read and understood the conditions listed in this form.  I/We declare that the information that I/we have supplied in this form, and any attachments to this form, are true and correct to the best of my/our knowledge. | | | | | | |
| Signature: | | | Date: | | | |
| **Privacy statement** | | | | | | |
| The personal information requested in this form is being collected by Murrindindi Shire Council for the purpose of this application. We will not disclose your personal information without your consent, except where required to do so by law. To view our privacy policy, visit our website at [www.murrindindi.vic.gov.au/privacy](http://www.murrindindi.vic.gov.au/privacy)  If you do not wish for us to update our records with the information provided, please check this box. | | | | | | |

**General Conditions of Application 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. **Asset Protection:**

The permit holder agrees that any damage to Council’s public assets and infrastructure, such as buildings, parks, gardens, footpaths, nature strips, roads and trees will be the responsibility of the permit holder, and that in the event that any damage has been sustained all repair costs will be the responsibility of the applicant. It is the responsibility of the permit holder to document any pre-existing damage to the infrastructure prior to use.

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.
3. If any of these General Conditions are not complied with then this office will revoke the permit.

**Note: This permit application will not be considered if it is incomplete and/or the required attachments are not supplied.**

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| **Permit Holder Declaration** | |
| I/We have read and understood the General Conditions of Application and Indemnity Form. To the best of my/our knowledge all the information provided is true and correct. | |
| Permit Holder Name: | |
| Contact Person (if different to permit holder): | |
| Signature: | Date: |

**Site map**

The site map you provide here, and the accuracy of the information included on it, is essential for us to consider the street trading activity proposal and assess which specific conditions might apply.

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| **Site map – include the proposed location of item/s you are applying for** | |
| location of proposed street trading activity | property entrance & access points, streets, driveways and lanes |
| distance from boundary, buildings and roadways |
| other structure/s | site map scale |
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