

**Application for a permit to Display / Locate Items on the
Footpath/ Road Reserve or Council Land**

General Local Law No 2, Part 5 – Section 79 – Part 6 – Section 119



Applicant's Name: _____

Business Name: _____

Email Address: _____

Business Address: _____

Postal Address: _____

PH: (BH) _____ (AH) _____ (FAX) _____

Business Hours: Start Time: _____ End Time: _____

Please ensure that the following information is attached with this application.

Applications must be in writing on the approved form accompanied by the following information:

- A plan of the proposed site showing details of the permit items.
- The building line and / or shopfront including doors and windows etc.
- The kerb location and any existing street fixtures or furniture.
- The pedestrian thoroughfare.
- Location of any service pits and council litter bins.

INSURANCE POLICY:

Council insurance is applicable to this permit **ONLY** and does not replace insurance for business operations

Type of permit required (Please tick)

- A/Frame Advertising Board \$125.00 each
- Tear Drop Flags / Banner \$60.00 each (Max of 2)
(Only ONE tear drop flag or banner permitted with an A-frame)
- Goods/Display Racks _____ metres @ \$65 per square metre.
- Tables & Chairs _____ units @ \$120 for 1st Table & 4 Chairs and \$35 per seat thereafter.
- Vehicles/Machinery _____ metres @ \$50 per square metre.

**AN INVOICE WILL BE RAISED ON APPROVAL OF APPLICATION
(No Payment required at this stage until approved and an invoice is raised)**

"NOT VALID UNTIL PERMIT IS ISSUED"

Applicant's Signature: _____ Date: _____

DECLARATION:

The Colac Otway Shire Council collects personal information to levy rates, issue permits and licences, and provide a variety of community services. The information collected in this form is used only for the purposes contemplated by the form (primary purpose) and is not passed on to third parties. In some instances however, disclosure is required by law or is necessary for the protection of persons or property. Where this occurs, Council will take every reasonable step to ensure your privacy is protected in accordance with the Information Privacy Act 2000 (Vic). Should you need to change or access your personal details, or require further information about Council's Privacy Policy contact our Privacy Officer on 5232 9400