

**Application for Wedding Service on Council Land**  
General Local Law 2 – Part 5 – Section 116.1

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

PH: (BH) \_\_\_\_\_ (AH) \_\_\_\_\_ (FAX) \_\_\_\_\_

Location of Wedding: \_\_\_\_\_

*(If wedding location at Botanical Gardens please specify exact location on attached map)*

**Please note** Colac Otway Shire does not manage beach and foreshore areas within the Colac Otway Shire, these location enquiries need to be made to the Otway Coast Committee PO Box 146 Apollo Bay VIC 3233.

**PLEASE NOTE: THAT A REQUIREMENT OF THIS APPLICATION IS TO HAVE PUBLIC LIABILITY INSURANCE COVER IN PLACE**

*See attached Public Liability Insurance for Colac Otway Shire Facilities Only application. This form must be completed and accompany the Application for Wedding.*

**Date & time event is to be held:**

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Will liquor be consumed at the event?    Yes    No

Will this event involve a road closure?    Yes    No

*If yes, it will be necessary to discuss your application with the Local Laws Department, contact (03) 5232 9400*

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE USE ONLY: Wedding application (\$55.00) plus insurance (\$25.00)  
Total Fee Payable \$80.00**

Receipt: \_\_\_\_\_ Date Paid: \_\_\_\_\_

**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.*