

Application for Public Protection (Hoarding)

General Local Laws No. 1 - Part 4 - Section 4.8

What you need to do for your application



Complete the form

Make sure all sections are complete and you have supplied all supporting documents.



Make a payment

Please supply your credit card details or include a cheque for payment of this application.



Supporting Documents

Please ensure you attach all supporting documents to your application.

Fees Apply

An administration fee of **\$42.00** applies plus **\$20.00** per square metres of frontage per week.

Office Use Only

RT 137

Receipt

Date Paid

Site required to be inspected by an authorised officer.

Authorised Officer

Collection of Information

Colac Otway Shire is committed to protecting your privacy. The personal information requested on this form is being collected by Colac Otway Shire for the purpose of issuing a permit and/or other related purpose. The personal information will also be disclosed to the Building and Planning, Information Management and Customer Service departments for the purpose of record management, taking payment and issuing a permit. It will not be disclosed to any other external party without your consent, unless required or authorised by law. If the personal information is not collected, a permit will not be issued. If you wish to alter any of the personal information you have supplied to Colac Otway Shire, please contact Council via telephone on 5232 9400 or email inq@colacotway.vic.gov.au. Council's Privacy Policy is available from our website: colacotway.vic.gov.au/Council-the-shire/Council-policies and all Council Customer Service Centres.

Your Details

First name

Last name

Residential or postal address

Best phone number to contact you on

Email

Application Details

Exact address of site/hoarding location

Property owner's name

Period of time of hoarding: Start Date

to

End Date

Purpose of hoarding:

Public Protection via a building permit OH&S/Workcare

Other (please describe)

Application for Public Protection (Hoarding)

Works to be Undertaken by

Business name

Contact person

Postal address

Phone number

Email

Fees Payable

\$42.00 Administration fee plus square metre/s at **\$20.00 per square metre** of frontage per week for week/s = \$

Documentation Required

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

- A plan describing the proposed works.
- Traffic Management Plan if required.
- Applicant's Public Liability Insurance Policy Certificate of Currency noting Colac Otway Shire Council as an interested party (with proof of a minimum \$20 million Public Liability Insurance coverage) attached. Please be advised that it is the applicant's responsibility to ensure that your insurance policy covers the activity or event relevant to the application.
- If parking bays are required, a Work Zone Parking Permit must be completed.

Signature

Name

Signature

Date

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Payment by credit card

What you need to do for your application



Complete the form

Make sure all sections are complete and you have supplied all supporting documents.



Submit payment

Please attach this to the FRONT of your application/documents

This form will be destroyed upon completion of the payment process

Office Use Only

Application No

Amount

Receipt Type

Receipt No

Date

DO NOT SCAN - TO BE DESTROYED

Your Details

First name

Last name

Company

Best phone number to contact you on

Email

Residential or postal address

Description of payment (*i.e. Rates, Permit Application, Invoice*)

Amount to be charged

Amount in words

Credit Card Details

Name on card

Credit Card Number

VISA CARD

MASTERCARD

AMEX

Expiry Date

CIV

Signature