

## APPLICATION FOR PERMIT

*Activities on Thoroughfares and Public Places and Trading Local Law 2011*

- STREET TRADER
- FIXED LOCATION TRADER
- STALL HOLDER
- OUTDOOR EATING FACILITY/ALFRESCO DINING
- MARKET OPERATOR
- OTHER PERMIT

*Local Government Property Local Law 2011*

- PERMIT TO USE, CONSTRUCT OR PLACE STRUCTURES ON LOCAL GOVERNMENT PROPERTY

DETAILS OF APPLICANT	
Name of Business or Organisation (if relevant):	
Address/Location of Business or Organisation (if relevant):	
Postal Address (if different from above):	
Name of Proprietor/Applicant (in full):	
Name of Additional Proprietor (in full if applicable):	
Phone:	Mobile:
Email:	
ABN/ACN (if applicable):	
Signature:	
<b>Proof of current Public Liability insurance policy, covering the proposed activity, for a minimum value of twenty (20) million dollars may be required prior to issue of permit.</b>	

*Activities on Thoroughfares and Public Places and Trading Local Law 2011*

STREET TRADERS
<i>Refer to Trading in Public Places Policy for details of Special Permit &amp; Trading Zones. Section A states documentation required</i>
Vehicle/trailer – make and registration number:
Type of goods/food offered for sale:
Location vehicle/trailer will be parked when not in use (additional approvals may be required):
Special permit for trade in CBD: <input type="checkbox"/> Yes <input type="checkbox"/> No

FIXED LOCATION TRADERS
<i>Fixed locations, as approved by Council, are leased for fixed terms. Refer to Trading in Public Places Policy for more details. Section C states documentation required</i>
Location:

Please attach a supporting submission addressing the assessment criteria found in Section C of Trading in Public Places policy.

#### STALLHOLDER<sup>1</sup>

*Refer to Trading in Public Places Policy for details of Special Permit & Trading Zones.  
Section E states requirements*

Name of community group represented:

Type of goods/food offered for sale:

Location/s:

#### OUTDOOR EATING FACILITY / ALFRESCO DINING

*Refer to Trading in Public Places Policy for details of Special Permit & Trading Zones.  
Section F states requirements*

Days and hours of operation:

Dimensions and area of dining space (please attach site plan showing setbacks and location of all furniture and fixtures):

Number of tables and chairs (please indicate on site plan):

Type and style of furniture and whether secured or not:

Theme and type of food to be served:

#### MARKET OPERATORS

*Refer to Trading in Public Places Policy for details of Special Permit & Trading Zones.  
Section G states requirements*

Address of Market (please attach site plan showing streets, access, parking, stall layout etc):

Type of goods to be sold/traded:

Days and hours of operation:

#### OTHER PERMIT

*Refer to Activities on Thoroughfares and Public Places and Trading Local Law 2011 for permit requirements.*

Location/address applicable to permit application (please attach site plan showing streets, access, parking, layout or other relevant information):

Description of activity:

Days and hours of operation:

Any other relevant information (information requirements may vary depending on what is being applied for. Please arrange a meeting with a Planning Officer to discuss prior to lodging an application):

I hereby declare that (select all relevant statements):

- I am the proprietor of the food business the subject of this application and hold a certificate of registration, in accordance with the Food Act 2008.
- I am the person responsible for the permit being applied for.

SIGNATURE OF APPLICANT	DATE

*Local Government Property Local Law 2011*

PERMIT TO USE, CONSTRUCT OR PLACE STRUCTURES ON LOCAL GOVERNMENT PROPERTY
<i>Refer to Local Government Property Local Law 2011</i>
Address/location of local government property (please attach site plan showing precise location, setbacks and dimensions of the local government property the subject of his application):
Proposed use of local government property (please attach cover letter or management plan describing the use in detail):
*For any proposal to construct or place structures (whether temporary or permanent) on local government property, please provide elevations, floor plans, photos or sections as relevant.

FEES – OFFICE USE ONLY		
PERMIT APPLICATION TYPE	AMOUNT	DATE PAID
Street Trading	\$65.00 pa	<i>Fees to be applied as a condition of permit.</i>
Special Permit	\$65.00 pa	
Fixed Location Vendor (Category A)	\$2,500.00 pa	
Fixed Location Vendor (Category B)	\$1,500.00 pa	
Fixed Location Vendor (Category C)	\$1,000.00 pa	
Local Government Property	No application fee <sup>2</sup>	
Alfresco	\$120.00 (application)	
Notes:		
1. Stallholders representing community groups are exempt from permit fees.		
2. The City of Albany may apply a yearly permit fee as a condition of approval. Fees may vary depending on the City's expected involvement in the administration of the permit.		