APPLICATION - PERMIT TO USE ROAD/FOOTPATH FOR BUSINESS PURPOSE - SECTION 222

Please complete this form in BLOCK LETTERS and return to:

Wakefield Regional Council, PO Box 167, BALAKLAVA SA 5461or ***deliver*** to Scotland Street, Balaklava or ***email*** admin@wrc.sa.gov.au Phone: 8862 0800

Please ensure this application is completed in its entirety and all required documentation is provided at the time of lodgement, including Public Liability Insurance/Certificate of Currency.

This application must be lodged with Council a minimum of 10 business days prior to the event.

I _____
(Name)

in the capacity of: Secretary / President / Treasurer / Committee Member / Other: _____
(Please circle one, or provide details if 'other')

for and on behalf of _____
(Organisation, Business, Group name)

hereinafter called the "Applicant," of Postal Address _____
(address correspondence for the group should be forwarded)

Phone: _____ Fax: _____

Email: _____

make application for a permit pursuant to Section 222 of the Local Government Act 1999 to use road/footpath at:

Location Address: _____

Name of business adjoining: _____

Date required: _____ between the hours of _____ and _____

Date required: _____ between the hours of _____ and _____

Date required: _____ between the hours of _____ and _____

If a fundraising activity, has the required licence been granted by Consumer and Business Services (www.cbs.sa.gov.au/wcm/licensing-and-registration/) eg Section 6, 6a or 7 licence. ☐ Yes ☐ No

If music/spruiking/sound amplification is proposed, please provide details _____

IMPORTANT: *A copy of your Public Liability Insurance* ***MUST*** *be attached before returning this form to Council in order for approval to be considered. If food/drinks are to be sold you* ***MUST*** *provide details of your Food Business Number or complete and return a Temporary Food Notification Form to Council (also available on our website)*

Please tick ☑ the nature of the proposed use:

☐ Food Stall - ***If ticked, you must provide notification of a Food Business Number (FBN) below or if this is a once off occurrence, complete and return a Temporary Food Notification Form for assessment in accordance with the South Australian Public Health Act 2011.***

(includes **any** food or drink, hot or cold, sold from your stall including homemade biscuits, cakes for sale etc)

Please provide details: (FBN, type of food being sold etc.)

_____

☐ Trading Table/Street stall (no food being sold)

☐ Fundraising (no food being sold)

☐ Badge Day

☐ Business Promotion/Marketing

☐ Collection of bank details from passer's by for donations

☐ Other (please provide details) _____

Conditions of this permit: The applicant

a) agrees to indemnify and to keep indemnified Council, its servants and agents and each of them from and against all actions, costs, claims, damages, charges, and expenses whatsoever, which may be brought, made or claimed against them arising out of, or in relation to the issuing of this permit

b) shall take out and keep current, a public liability insurance policy in the name of the applicant, insuring the applicant for the minimum sum of twenty million dollars ($20,000,000) against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought, made or claimed against the applicant in relation to the activity.

c) must provide a copy of their public liability insurance policy to the amount of twenty million dollars ($20,000,000) to Council prior to approval being granted and the use of the road/footpath. Upon assessment of the application, we may accept an insurance policy with a minimum coverage of ten million ($10,000,000) for activities deemed **very low risk.** The assessment and final decision will be at the discretion of the responsible officer and/or relevant staff.

The said policy

a) must be in the name of the applicant/organisation/business/group as per the application;

b) has no limit on the number of claims that can be made under it;

c) cover events occurring during the policy's currency regardless of which claims are made;

d) where appropriate, shall ensure they are licensed, or registered to carry out the activity authorised by the issuing of this permit.

e) The permit is not transferrable

f) shall comply with and give all notices required by any Act of Parliament, Ordinance, Regulation or by-law relating to the activity.

g) No food or drink will be offered for sale without the prior approval of council.

h) No music system, or amplified sound shall be used without the prior approval of council.

i) Position of stalls, tables etc are to be approved by Council prior to the date of the event and may not be altered without the approval of Council. Stalls must allow a width of 900ml clearance on footpaths/roads to allow access for mobility aids, prams etc.

j) shall ensure that the site, or sites are left in a clean and tidy condition at the end of the event. Failure to do so may result in cleaning fees being charged.

k) must take all reasonable precautions to avoid damage to services, and must immediately notify the Council in the event of damage to any water, gas, electric, telephone or other services within the area, or connected to the activity.

l) must not use the road/footpath for a business purpose other than in accordance with the permit.

m) This permit may be revoked by Council if the applicant fails to comply with any condition of this permit.

n) This permit is only valid upon receipt of a signed approval by a delegated officer of Council.

I/we acknowledge that I/we have read, understand and agree to be bound by the Conditions of the Permit and declare that the information I/we have provided is true and accurate.

Applicant Signature: _____ **Date** _____