

# Application to Undertake Regulated Activity on Local Government Controlled Area or Road

## IMPORTANT NOTICE

Western Downs Regional Council is collecting personal information you supply on this form in accordance with *Local Government Act 2009*. The personal information collected on this form will be used to ensure compliance with *Local Government Act 2009* and maintain a register of approvals. Your personal information will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless required by law. Your personal information is handled in accordance with the *Information Privacy Act 2009*.

**Application type:**       New Approval       Amendment to Approval      EH: \_\_\_\_\_

**Application for:**       Holding a Public Place Activity       Depositing of goods or materials       Driving or leading of animals

**Approval Duration:**       Annual Approval - \$124.00       Temporary Approval (Maximum 3 days) - \$56.00



## Customer Details

Applicant: (must be an Individual or Corporation)			
Trading Name:			
Contact Person:			
Postal Address:			
Suburb:		Postcode:	
Phone (h):		Phone (w):	
Phone (m):		Fax:	
Email Address:			



## Activity Details

Location:	<input type="checkbox"/> Footpath <input type="checkbox"/> Road <input type="checkbox"/> Park <input type="checkbox"/> Other _____ <input type="checkbox"/> Busking * for Cunningham Street Busking Area is power required: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Street Address:			
Suburb:		Postcode:	
Date/s:		Time/s:	
Adjacent Business:			
Adjacent Business Consent: (sign or attach additional information)			
Nature of activities: Details should include type of goods and/or services, method of sale, details of waste disposal, details of signage (Attach additional sheets if required)	Goods &/or Services Offered:		
	Food Provided:		
	Waste Disposal:		
	Signage (including number):		
	Other:		



## Attachments

- Plans identifying each of the following applicable to the application;
- Adjacent permanent buildings and structures
  - Location and dimensions of all structures (such as tables, signs, stands) to be used in conjunction with the activity
  - Any obstructions presently on the footpath (eg. Power poles, street bins, parking meters, other footpath displays)
  - Distance between adjacent permanent buildings and kerbside
  - Dimensions of the area proposed to be used
- Copy of Public Risk Insurance Policy to the value of at least \$10,000,000 indemnifying Council (NB: Buskers exempt (other than high risk).  
(Applicants should make themselves aware of the Busking Policy indemnity matter at [www.wdrc.qld.gov.au](http://www.wdrc.qld.gov.au))
- Copy of current registration certificate for vehicle being used.
- Written proof activity is being conducted for a not-for-profit organisation (if applicable) NB. Waiver of fees will not be provided without this
- Written consent from adjacent business (if application not signed)



## Customer Signature

Signature:	Name:	Date:     /     /
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## Office Use Only

Assessment number:		EH No.:	
Amount paid:		Date paid:	/     /
Receipt number:		Initials:	