



lifestyle location of choice

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OUTDOOR TRADING PERMIT

RECORD NO :
 FILE NO : 16.51.2.2

APPLICATION FORM

LOCAL GOVERNMENT LAND BY-LAW 2 OF 2016

APPLICATION TYPE		
<input type="checkbox"/> NEW APPLICATION	<input type="checkbox"/> NEW OWNER APPLICATION	<input type="checkbox"/> ALTERATION TO PERMIT

APPLICANT			
PERMIT HOLDER		MOBILE PHONE	
BUSINESS NAME			
ADDRESS		POSTAL ADDRESS	
BUSINESS PHONE		ALTERNATE NUMBER	
EMAIL			

LOCATION		
<input type="checkbox"/> FOOTPATH	<input type="checkbox"/> RESERVE	<input type="checkbox"/> CAR PARKING BAY

PERMIT TYPE	
<input type="checkbox"/> OUTDOOR TRADING-DINING (LICENSED)	<input type="checkbox"/> OUTDOOR TRADING-DINING (UNLICENSED)
<input type="checkbox"/> GOODS ON FOOTPATH	<input type="checkbox"/> OTHER _____

OUTDOOR TRADING DETAILS	
AREA OF OUTDOOR TRADING (Footpath, car parking bay, reserve as per site plan)	_____ sqm
<input type="checkbox"/> CHAIRS: _____ <input type="checkbox"/> TRESTLES <input type="checkbox"/> PLANTERS <input type="checkbox"/> STANDS	<input type="checkbox"/> TABLES: _____ <input type="checkbox"/> UMBRELLAS <input type="checkbox"/> HEATERS <input type="checkbox"/> OTHER: _____
DAYS OF OPERATION	<input type="checkbox"/> MONDAY <input type="checkbox"/> TUESDAY <input type="checkbox"/> WEDNESDAY <input type="checkbox"/> THURSDAY <input type="checkbox"/> FRIDAY <input type="checkbox"/> SATURDAY <input type="checkbox"/> SUNDAY
HOURS OF OPERATION	

APPLICATION CHECKLIST
<p>Site plan (scale not less than 1:100) showing existing conditions, outdoor trading area, footpath width, location of building lines, the type of abutting properties, existing trees, light poles, signs, street furniture, tactile indicators, pits, fire hydrants, protective bollards, planters, umbrellas, heaters, car parking and other features.</p> <p>Details of proposed external lighting, showing types of fixtures and placement.</p> <p>Details of advertising in form of a photograph or graphic design drawing clearly indicating size and location.</p> <p>Copy of public and product liability insurance certificate of currency to a minimum of \$20 million noting Copper Coast Council as an interested party.</p> <p>Copy of application to Consumer and Business Services requesting an extension to liquor licence (if applicable)</p>

FEES & CHARGES		
The following fees and charges are payable for Outdoor Trading based on occupied space:		
<input type="checkbox"/> LICENCED PREMISES (Per square metre of occupied space) - \$50.00 per sqm	_____ sqm	\$ _____
<input type="checkbox"/> UNLICENCED PREMISES (Per square metre of occupied space) - \$30.00 per sqm	_____ sqm	\$ _____

DECLARATION			
<input type="checkbox"/> I/we have read and fully understand and agree to comply with Council’s Outdoor Trading Policy. <input type="checkbox"/> If a tenant, I/we have notified the owner of business premises about this application. <input type="checkbox"/> I/we understand that my/our permit may be revoked by Council for any breach of these conditions. <input type="checkbox"/> I/we acknowledge that Outdoor Trading Permit requires renewal at the end of the permit’s operation period. <input type="checkbox"/> I/we acknowledge a copy of my/our public and product liability insurance certificate of currency to a minimum of \$20 million noting Copper Coast Council as an interested party must be provided to Council each year.			
SIGNATURE		DATE	

OFFICE USE ONLY			
APPROVED	<input type="checkbox"/> YES	<input type="checkbox"/> NO	PERMIT NUMBER
DATE			ASSESSMENT NUMBER
AUTHORISED OFFICER			SIGNATURE