

OUTDOOR TRADING PERMIT

RECORD NO :

FILE NO : 16.51.2.2

APPLICATION FORM

LOCAL GOVERNMENT LAND BY-LAW 2 OF 2016

APPLICATION TYPE	
☐ NEW APPLICATION	☐ NEW OWNER APPLICATION
☐ ALTERATION TO PERMIT	☐ RENEWAL OF PERMIT

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

LOCATION		
☐ FOOTPATH	☐ RESERVE	☐ CAR PARKING BAY

PERMIT TYPE	
☐ OUTDOOR TRADING-DINING (LICENSED)	☐ OUTDOOR TRADING-DINING (UNLICENSED)
☐ GOODS ON FOOTPATH	☐ OTHER _____

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

APPLICATION CHECKLIST
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. Details of proposed external lighting, showing types of fixtures and placement. Details of advertising in form of a photograph or graphic design drawing clearly indicating size and location. Copy of public and product liability insurance certificate of currency to a minimum of \$20 million noting Copper Coast Council as an interested party. Copy of application to Consumer and Business Services requesting an extension to liquor licence (if applicable)

FEES & CHARGES		
The following fees and charges are payable for Outdoor Trading based on occupied space:		
☐ LICENCED PREMISES (Per square metre of occupied space) - \$50.00 per sqm	_____ sqm	\$ _____
☐ UNLICENCED PREMISES (Per square metre of occupied space) - \$30.00 per sqm	_____ sqm	\$ _____

DECLARATION	
☐ I/we have read and fully understand and agree to comply with Council's Outdoor Trading Policy. ☐ If a tenant, I/we have notified the owner of business premises about this application. ☐ I/we understand that my/our permit may be revoked by Council for any breach of these conditions. ☐ I/we acknowledge that Outdoor Trading Permit requires renewal at the end of the permit's operation period. ☐ 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	☐ YES ☐ NO	PERMIT NUMBER	
DATE		ASSESSMENT NUMBER	
AUTHORISED OFFICER		SIGNATURE	