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8.00am - 4.00pm MON - FRI

Application for Trading in Public Places (Outdoor Dining or Display of Goods)

New application Renewal application

Establishing an Outdoor Eating (al fresco dining) or Display of Goods area on Shire owned or managed land requires a permit. Applications will be assessed according to the requirements of the *Activities in Thoroughfares and Public Places and Trading Local Law 2005*.

INFORMATION TO BE PROVIDED:

- Proof of Public Liability Insurance (Minimum \$10 Million)
- Liquor application for alcohol consumption on Shire managed land (if applicable)
- Payment of permit fee

1. Applicant Details

Name			
Postal Address			
Telephone No.		Mobile No.	
Email			
Signature		Date	

2. Property Details

Lot No.		House/Street No.		Location No.	
Street Name				Suburb	
Nearest Intersection					

3. Area Dimensions and Details

Length		Width		Total Area	
Estimated no. of Patrons		Duration applied for (up to 1 year)		Is alcohol to be consumed? Y/N	

5. Hours of Operation

Monday		Friday	
Tuesday		Saturday	
Wednesday		Sunday	
Thursday		P/Holidays	

OFFICE USE ONLY

DATE RECEIVED		DOCUMENT NO.	
FEES PAID		OFFICER	
RECEIPT NO.		RESPONSE	
APPLICATION NO.		ASSESSMENT NO. / FILE NO.	

APPLICATION AND ANNUAL FEES

Please refer to current Fees and Charges schedule, as adopted by Council for the initial permit application and ongoing permit fees.

LOCAL LAW RELATING TO ACTIVITIES IN THOROUGHFARES

You are encouraged to read the Shire *Activities in Thoroughfares and Public Places and Trading Local Law 2005* for further information. Note: Offences and penalties up to \$5000 may apply.

Extract from Local Law – Prescribed Offences:

Clause number	Description of offence	Modified Penalty
2.2 1b	Throwing or placing anything on a verge without a permit	\$100
3.2 (1)	Placing advertising sign or affixing any advertisement on a thoroughfare without a permit	\$100
5.3 (1)	Trading without a permit	\$300
5.10	Establishment or conduct of outdoor eating facility without a permit	\$300
	Failure of permit holder of outdoor eating facility to comply with obligations	\$100
5.14	Use of equipment of outdoor eating facility without purchase of food or drink from facility	\$50
	Failure to leave outdoor eating facility when requested to do so by permit holder	\$50
6.5	Failure to comply with a condition of a permit	\$100
6.9	Failure to produce permit on request of authorised person	\$100
9.1	Failure to comply with notice given under local law	\$100

THE FOLLOWING IS PROVIDED AS A GUIDE FROM THE LOCAL LAW:

Paved verges and footpaths are to include a clear width of not less than 2 metres for safe egress of pedestrians.

- Furniture and other temporary structures must be free-standing and not attached to the ground. All such structures must be removed from public areas at the close of each business day.
- Applicants will be responsible for all costs relating to repair, reinstatement or reconstruction of any part of the public place arising from using the Outdoor Dining/Display of Goods Area.
- Food businesses with more than 20 patrons including the Outdoor Dining Area will need toilet facilities.
- Food businesses which sell alcohol must have a valid liquor license for trading from the Department of Racing, Gaming and Liquor, and where applicable Shire permission to consume alcohol on Shire managed land.
- Areas must be kept in a clean and tidy condition at all times.