

## 2024/25 Application for Commercial Use of Roads/Areas

### 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*.

<b>Application type:</b>	<input type="checkbox"/> New Approval	<input type="checkbox"/> Amendment / Transfer Approval EH: _____	
<b>Application for:</b>	<input type="checkbox"/> Footpath Display	<input type="checkbox"/> Footpath Dining	<input type="checkbox"/> Retail Footpath Display - no fee
	<input type="checkbox"/> Mobile Vehicle/ Vending	<input type="checkbox"/> Stationary Vending	
<b>Approval Duration:</b>	<input type="checkbox"/> Approval - \$130.00	<input type="checkbox"/> Temporary Event (Maximum 3 days) - \$58.50 (Not for profit \$0.00) Rate Payer \$42.00	



### Applicant 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 _____
Street Address:				
Suburb:		Postcode:		
Date/s:		Time/s:		
Adjacent Business Consent: (sign or attach additional information)	Business Name:		Contact Ph:	
	Contact Person:		Signature:	
	Business Name:		Contact Ph:	
	Contact Person:		Signature:	
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:			

**SITE PLAN**

 **Attachments**

- Plans identifying each of the following applicable to the application;
  - Adjacent permanent buildings
  - 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 (e.g. 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
- Copy of current registration certificate for vehicle being used (if application is for Mobile Vehicle/Vending)
- 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:     /     /
------------	-------	-------------------

 **Office Use Only**

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

