



# Gympie Regional Council

242 Mary Street, PO Box 155, Gympie QLD 4570  
Telephone 07 5481 0611 Facsimile 07 5481 0801  
Email [council@gympie.qld.gov.au](mailto:council@gympie.qld.gov.au)  
Website [www.gympie.qld.gov.au](http://www.gympie.qld.gov.au)

## Local Government Act 2009

### Cooloola Shire Council Local Law No.6 (Roads)

# Application for Footpath Use, Street Stall or Banner

(applicable to former-Cooloola Shire area only)

#### Application is for:

- Permit to Use a Footpath (Please complete **sections 1 & 2** of this form)
- Permit to Conduct a Street Stall (Please complete **sections 1 & 3** of this form)
- Permission to Display a Banner (Please complete **sections 1 & 4** of this form)

### Section 1 - Applicants Details

*PRIVACY STATEMENT: Gympie Regional Council collects personal information where it is directly related to a function or activity of Council and where the collection of such information may be reasonably considered as necessary for that purpose. It will only use personal information for that purpose, and will not disclose it, except as permitted under the Information Privacy Act 2009.*

Name of Applicant (in full)    
(Surname) (Given Names)

Name of Business/Organisation/ Charity

Postal Address

Phone Number     
(Home) (Work) (Mobile)

I hereby declare that the information I have provided herein is true and correct to the best of my knowledge.

Signature  Date  /  / 20

### Section 2 – Footpath Use

Name & address of premises where items are to be displayed

Items to be displayed (eg. display rack)

Operating days and hours

Number of tables and chairs to be placed (if applicable)  No. of umbrellas to be used over tables? (if applicable)

Does the premises hold a current liquor licence?

#### Arrangement of Footpath Use

Council's Footpath Use Guidelines [COM-G-312](#) details six approved layout designs for the display of goods, tables and chairs etc. on the footpath. In order to display items on the footpath the permittee must comply with one of these layout designs. Please indicate (below) the plan you intend to utilise.

- Footpath Plan A Display of Goods on Footpath (Adjacent to Shop Front)
- Footpath Plan B Display of Goods on Footpath (On Kerbside)
- Footpath Plan C Display of Goods on Footpath (Adjacent to Shop Front and on Kerbside)
- Footpath Plan D Tables and Chairs (Adjacent to Shop Front)
- Footpath Plan E Tables and Chairs (On Kerbside)
- Footpath Plan F Tables and Chairs and Display of Goods (Adjacent to Shop Front)
- Footpath Plan G Tables and Chairs and Display of Goods (Adjacent to Shop Front and on Kerbside)

#### Public Liability Insurance

- Copy of **Certificate of Currency** to be submitted with this application. The applicant must not rely upon the insurer to submit the policy with Council.
- Certificate of Currency must show Gympie Regional Council as an **'interested party'** on the public liability insurance policy. The applicant shall enter into an agreement indemnifying Council against any public risk associated with the footpath use.
- Public Liability cover is to be for a minimum sum of **\$20,000,000.00**.
- **The permit will not be issues if the above requirements are not met.**

Current Insurer

Date of expiry of current public liability insurance policy  /  / 20 Insured sum of current public liability insurance \$

**Section 3 - Conduct a Street Stall**

Location of street stall

Proposed date

Proposed start time  :  am / pm Proposed finish time  :  am / pm

The purpose of the street stall is to sell

To raise funds for

Do you require a parking bay booking? (Fees Applicable)  
 Please circle **YES** / **NO** If Yes  Full Day (\$37.00) **OR**  Half Day (\$18.00)

All applicants for permit to conduct a street stall must read Council's requirements for the conduct of street stalls, set out in Council's Permits for Street Stalls Procedure [COM-P-314](#), prior to application.

**Section 4 - Display a Banner (in Mary Street, Gympie)**

Event being advertised

Details of banner wording

Proposed start date for display of banner  /  / 20 Proposed finish date for display of banner  /  / 20

**All applicants must read and agree to the following conditions** (as per Council's Guideline [COM-G-313](#)):

- Banners shall be permitted only at the site allocated by Council and prior approval of the owners of the buildings must be obtained by the applicants.
- Banners may only be displayed for a maximum period of seven (7) days and shall be removed within 24 hours after the advertised event has been held and must be removed immediately if some other approved banner is awaiting display.
- Banners may only be displayed by **local non-commercial organisations**.
- Banners shall be suspended at a height sufficient to be clear of passing traffic.
- Applications for permission to display a banner shall be made to Council, and the Council delegates authority to the Chief Executive Officer to determine applications submitted for approval.
- Banners that have been erected in contravention of this policy shall be referred to Council's Works Division and removed and confiscated.
- Maximum number of bookings per year for each organisation is four (4).
- Advance bookings are accepted on the following basis:
  - One (1) booking per year – Six (6) months in advance
  - In excess of one (1) booking per year – One (1) month in advance.

**Fees**

**Payments may be made by cheque or money order. Payments made in person must be lodged with Council's Finance Directorate at the Gympie Town Hall, 2 Caledonian Hill, Gympie (near the Five-ways Roundabout) or at 26 Bligh St, Kilkivan.**

Footpath Use Permit	Display of Goods.....	\$ 73.50
	Per Table.....	\$ 52.50
Street Stall Permit	Application Fee.....	Free
	Full day parking bay booking.....	\$ 37.00
	Half day parking bay booking.....	\$ 18.00
Display a Banner	Application Fee.....	Free

**Office Use Only**

**Finance Directorate**

Credit Ledger No. Footpath Use - T35 – 1620301.2000.08  
 Street Stall Parking Bay - T24 - 1210301.2000.08

Total Fees Paid \$  Date  /  / 20

Receipt No.  Comments

**Community Services Directorate**

Record Keeping: File in Health Site Approved by

Permit/ Letter Ref.  Date Sent  /  / 20