

Croydon Shire Council

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Local Government
Act 2009

Activities on Parks and Reserves

Application for Approval for Activities on Council Parks and Reserves

Contact Council if you have any specific enquiries regarding fees or how to complete this form. Type or print clearly and select boxes where applicable. Enter "n/a" if the question does not apply.

Application is for

Approval for Activities on Parks and Reserves

Fee \$ _____

If applicant is a company,
insert company name and
ACN / ARBN.

Applicant/s details

Company name ACN / ARBN

Title (eg. Mr, Mrs, Miss etc.)

Family name
Given names
Position

Title (eg. Mr, Mrs, Miss etc.)

Family name
Given names
Position

Terms and Conditions

1. The area is to be left in a clean and tidy state.
2. No alcohol in park area (unless otherwise approved).
3. No glass receptacles are to be used.
4. Council is to be indemnified against any claim which may arise as a result of this activity.
5. All food preparation and distribution to comply with Health Service requirements.
6. All electrical cords, fittings, switchings, etc. are to be in accordance with the appropriate Australian Standards.
7. Provide adequate controlled access for pedestrians where applicable.
8. If necessary, keys are to be collected from the front counter of Council office.
9. Driving speeds in excess of 10kph are not permitted.

I / We have read and agree to abide by Council's conditions.

Signature	Date
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Signature	Date
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<p>Select as applicable.</p>	<h3>Contact details</h3>		
	<input type="checkbox"/> Business <input type="checkbox"/> Private		
	<input type="text"/> Contact person		
	<input type="text"/> Postal address		
	<input type="text"/> Locality / Suburb	<input type="text"/> State	<input type="text"/> Postcode
	<input type="text"/> Contact ph.	<input type="text"/> Mobile	
<input type="text"/> Contact fax	<input type="text"/> Email		

<p>Business name must be registered with Fair Trading.</p> <p>Enter postal address if different from street address.</p> <p>Real property description - refer to Rates Notice.</p>	<h3>Business details</h3>		
	<input type="text"/> Business name	<input type="text"/> BN	
	<input type="text"/> Street address		
	<input type="text"/> Locality / Suburb	<input type="text"/> State	<input type="text"/> Postcode
	<input type="text"/> Postal address		
	<input type="text"/> Locality / Suburb	<input type="text"/> State	<input type="text"/> Postcode
	<input type="text"/> Contact ph.	<input type="text"/> Mobile	
	<input type="text"/> Contact fax	<input type="text"/> Email	
<input type="text"/> Lot no.	<input type="text"/> Reg. plan no.	<input type="text"/> Parish	

<h3>Activity details</h3>				
<input type="text"/> Name of park				
<input type="text"/> Type of activity or function				
<input type="text"/> Date / /	<input type="text"/> Time	<input type="checkbox"/> am <input type="checkbox"/> pm	<input type="text"/> To	<input type="checkbox"/> am <input type="checkbox"/> pm
<input type="text"/> Duration		<input type="text"/> No. persons attending (approx.)		
<input type="text"/> Name and contact details of organiser (if applicable)				
<input type="text"/>				
<input type="text"/> Contact ph.	<input type="text"/> Mobile			
<input type="text"/> Contact fax	<input type="text"/> Email			

<p>A copy of a Public Liability Insurance Policy, to the minimum \$ value required by Council, must accompany applications. The policy shall name the insured as 'the applicant for the Permit and the Council'.</p>	<h3>Public liability insurance</h3>	
	<input type="text"/> Name of insurance company	
	<input type="text"/> Name of insured	
	<input type="text"/> Policy no.	<input type="text"/> Amount of cover \$
<input type="text"/> Policy expiry date / /		

<h3>Lodgement</h3>	
<p>Please attach the following:</p>	
<ol style="list-style-type: none"> A copy of your Public Liability Insurance Policy to the minimum \$ value required by Council. The public liability must indemnify the Council, in the prescribed form and manner, against all public liability claims arising from the operation of this business. A certified copy (or other evidence of approval) of any other registration, licence or permit required under any other law, as part of the occupation or use of Council Parks and Reserves. 	
<p>Please note: This application and fee MUST be lodged with your Council</p>	

Privacy Statement

The information collected in this form will be used by Council for lawful purposes directly related to the functions and activities of the Council. Your personal details will not be disclosed to a third party outside the process of dealing with your application, except where required by legislation (including the *Right to Information Act 2009*). The information collected may be retained as required by the *Public Records Act 2002*.

Office use only

Application fee		Reg. no.	
Receipt code		ID no.	
Authorised officer		Inspection date	/ /
Recommendation			
		Rec. no.	
Date	/ /	Account property no.	