



Application for a
Road Closure Permit

Under Local Law No 1 Community and Environment 2013

APPLICANT DETAILS:

Contact Name _____

Business Name _____

Address _____

Phone _____

Email _____

Road to be closed _____

Reason for road closure _____

Dates & times of closure _____

Are any route or school bus stops or services impacted by the road closure?

Completed application must be submitted at least 30 days prior to event

Traffic Management Plan

You must provide a professional traffic management plan with your application. The plan must meet *Australian Standard 1742.3-2009* and *Worksite Safety - Traffic Management Code of Practice -2010*.

The Traffic Management Plan must be produced by a VicRoads accredited company.

Signage

The applicant will be required to provide appropriate signage that meets Australian Standard 1742.3 if this application is approved.

Memorandum of Authorisation (MOA)

The *Memorandum of Authorisation to Erect, Display, Place, Remove or Alter Traffic Control Devices* forms part of this application. You must complete the MOA and submit it with your application.

ROAD CLOSURE CHECKLIST:	
Traffic Management Plan attached	[]
Memorandum of Authorisation attached	[]
Approval from VicRoads (if applicable)	[]
Approval from Victoria Police (if applicable)	[]
Non-refundable application fee \$130.00	[]
Public liability insurance of a minimum of \$20 million	[]
Completed and signed application form	[]

CONDITIONS

- I am aware that if a permit is issued there will be conditions that I must adhere to.
- Failure to fully provide the required information will result in my application being returned and a delay in processing.
- I am aware that I will be required to provide signage that meets *Australian Standard 1742.3* if this application is approved.
- I am aware that if this application is not approved the application fee is not refundable.
- I am aware that if I have not given 30 days notice this application may not be processed in time for the event.
- The applicant understands that the personal information provided is to assess your application and record your permit and that he or she may apply to Council for access to and/or amendment of the information. Requests for access and or correction should be made to the Local Laws Unit.

Signature

Date

Date Issued: / /

Receipt Number _____

Privacy Notification

The personal information requested on this form is being collected by Council for the purpose of evaluating a Local Law Permit application. This information will be used solely by Council for that primary or directly related purposes. The applicant understands that the personal information provided is for the purpose of evaluating a Local Law Permit application and that they may apply to Council for access and / or amendment of the information