



Application for an
Roadside Trading Permit
 Under Local Law No 1 Community and Environment 2013

I, _____
 (Applicant Name)

Of _____
 (Name of Company)

 (Address of Company)

Email: _____
 (Email Address)

Wish to apply for a Roadside Trading Permit for the following site/s located at:

Preference	Location address
1	
2	
3	

Type of goods to be dealt in: _____

Specify dimensions of stall and equipment: _____

Preferred Days	Preferred Times

For further information I may be contacted on.....
 (Telephone No)

between the following times: and

Privacy Notification

The personal information requested on this form is being collected by Council for the purpose of evaluating a Local Laws 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 Laws Permit application and that they may apply to Council for access and / or amendment of the information.

Your application must include:

- **\$60** daily trading application fee (non-refundable if permit refused) **OR**
- **\$420** 6 month trading application fee (non-refundable if permit refused) **OR**
- **\$630** annual trading application fee (non-refundable if permit refused)
- **Food van registration:** if selling food from a vehicle
- **Statement of trade:** if selling food from a stall
- Proof of Public Liability Insurance of a minimum of \$10 million

Conditions

Where trading occurs in a roadside lay-by, rest area or other Council land, two A-frames are permitted to advertise goods and display prices. These signs may be erected at the entrance and exit of the lay-by and must not impede traffic or create a hazard. In deciding whether to grant permits for this form of roadside trading, the general location, safety of road users, visual amenity, litter control and nature of the vehicle, stall or other structure will be considered.

Trading from a lay-by or rest area must not, of itself, cause or contribute to any traffic risk likely to result in injury or damage to any person or property. Business conducted from a roadside lay-by or rest area will be permitted between sunrise and sunset. Any equipment or vehicle/s used to facilitate trading in such areas must be removed by sunset.

Application fee

The application fee covers the processing of applications and is not refundable. Charity and community groups are **exempt** from the payment of application and permit fees.

Variation or revocation

A *Roadside Trading Permit* may be varied or revoked at any time. Generally this action will be taken after pedestrian or parking patterns have been monitored and results reveal that a change is needed in the public interest. If a permit is to be varied or revoked, notice will be given and a period of grace granted before the variation/revocation becomes effective. In situations where there is risk to public safety, periods of notice will be reduced.

Monitoring

Council officers will regularly monitor and liaise with permit holders to discuss and rectify issues/difficulties relative to the operation of the permit or facility. Advice in writing will be given of any action needed and the time allotted to perform corrective work.

I have read and understood the above conditions, and agree to abide by them at all times

Signature

Date

Office Use Only

Cashier

Date Issued: / /

Receipt Number _____

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