



Whitehorse City Council
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APPLICATION for TEMPORARY USE OF COUNCIL LAND

*Portable Advertising Signs, Goods on Display, etc on footpaths and nature strips
(NOT IN THE BOX HILL MALL AREA)*

UNDER PROVISIONS OF THE ROAD MANAGEMENT ACT 2004 AND COMMUNITY LOCAL LAW 2014 SECTION 4.14

**Fees: 1 selection \$140.00, 2 selections \$255.00, 3 selections \$360.00,
4 selections \$472.00, 5 selections \$565.00 (GST Exempt)**

Selections available (Please tick appropriate boxes)

- | | |
|--|---|
| <input type="checkbox"/> A/Board (one sign 1m high x 600mm wide) | <input type="checkbox"/> Goods on Display |
| <input type="checkbox"/> Tables, Chairs & Umbrella | <input type="checkbox"/> Plants |
| <input type="checkbox"/> Barriers | <input type="checkbox"/> Other (please specify) _____ |

PERMITS HAVE AN EXPIRY DATE OF 1 SEPTEMBER - PRO-RATA FEES OF 50% APPLY TO ALL NEW APPLICATIONS RECEIVED AFTER 1 MARCH

Applicant's Name:

Business Name:

Business Location:

Postal Address:

Telephone Number:

Signature: Date:

All traders are required to obtain a Permit for items to be placed on a footpath or reservation.

The A-board, tables, chairs, goods, barriers or umbrellas can only be placed outside the business premises noted above. 1.8 meters of unobstructed path must be maintained, directly in front of your shop at all times. Please note that permits are renewable annually and are not transferable. Any permit issued must incorporate disability access principles, relevant legislation and AS 1428.2 or equivalent requirements.

To process your permit we require:

- 1. The completed permit application form**
- 2. A Certificate of Currency for your current Public Liability Insurance showing a current expiry date, a minimum indemnity of \$10M. (a Tax Invoice will not be accepted)**
- 3. Your Payment (GST exempt)**

The personal information on this form is being collected by Council to enable the processing of an Application for Temporary Use of Council Land and for the purpose of administration of relevant Acts, Regulations and Local Laws. The personal information will be used by Council for that primary purpose or directly related purposes only. The information will not be released unless required by law. The applicant may apply to Council for access and/or amendments of the information

FOR OFFICE USE ONLY

CASHIER PLEASE NOTE: Before accepting payment, please ensure that a copy of the current Public Liability Insurance Policy is attached to this application form.

Date: Amount Paid:

Receipt No:



LC PP/LLAWS

Note: May need to scan more than once to calculate correct fee.

PAYMENT OPTIONS

1) IN PERSON

At any Council Service Centre. Pay by cash, cheque, eftpos or credit card.

- Whitehorse Civic Centre
379 Whitehorse Road, Nunawading
Phone 9262 6333
- Box Hill Town Hall
1022 Whitehorse Road, Box Hill
- Forest Hill Chase Shopping Centre
Shop 275, Canterbury Road, Forest Hill

2) MAIL

Cheque or money order (payable to City of Whitehorse) or credit card (provide details below).

Card type: (Tick one box) Visa MasterCard
(Please note that American Express and Diners Club are not accepted)

Card number: _____ / _____ / _____

Expiry date: _____ / _____ **Authorised amount: \$** _____

Signature: _____ **Date:** _____