



Goondiwindi Customer Service Centre: (07) 4671 7400
Inglewood Customer Service Centre: (07) 4652 0200
Texas Customer Service Centre: (07) 4653 2600

Postal: LMB 7, Inglewood QLD 4387
Email: mail@grc.qld.gov.au
Web: www.grc.qld.gov.au

Application for Use of Town Park

Details of Applicant		
Applicant's Name:		
Email:		Phone:
Organisation / Company Details		
Organisation / Company Name:		
Postal Address:		
Email:		Phone:

Public Liability Insurance				
The public liability insurance policy, which provides indemnity for each individual occurrence in an amount not less than \$5,000,000. Please provide details of your public liability insurance:				
Name of Insured:			Name of Insurer:	
Level of Cover:		Policy No:	Expiry Date:	

Proposed Activity	
<input type="checkbox"/> Fundraiser (e.g. stall, sell tickets) <input type="checkbox"/> Travelling Medical Services	<input type="checkbox"/> Vendor (sales for profit) <input type="checkbox"/> Display or Information booth
Other: <i>(please specify)</i>	
Site Details	
Proposed Location within park:	
Date(s):	
Time(s):	
Electricity Required?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Declaration and Signature		
I, the applicant, declare that I have read the conditions of the application approval and understand all of the requirements. I confirm that I can fulfill all the requirements which are relevant to the activity that I wish to undertake.		
Name:	Signature:	Date: / /

Conditions of Application Approval

- A clear, unobstructed pedestrian corridor of at least 1.5 metres is to be provided and maintained between the street stall and adjacent stalls and car parks; however a larger distance may be required where pedestrian traffic density is assessed by Council as requiring an increased footway.
- All fixtures, fittings and devices shall be of sound construction and design, aesthetically acceptable to Council and maintained in a proper state of repair.
- A person who conducts an activity in the Town Park shall not accost passers-by to encourage the dissemination of information or purchase of their goods or services.
- If the use of the Town Park involves the sale of food, you may need to apply for a temporary food licence at least 5 days prior to the event. Food for sale via a temporary vender shall be prepared, manufactured, packed and labelled in accordance with the provisions of the Food Act 2006 and the Food Standards Australia New Zealand and any relevant Council Policy, prior to being offered for sale.
- If the conduct of the street stall involves a sausage sizzle, suitable precautions need to be implemented to protect the public from personal injury such as burns.
- The park area shall be kept clean and tidy at all times.
- Council will provide approval for use of the Town Park in specific locations and times, as deemed appropriate.
- The permit holder is required to have a copy of the permit in their possession for the duration of the use.
- Bookings cannot be made for more than three (3) consecutive days. If a permit for a longer period is requested, each request will be considered on its merits.
- The organizer is responsible for ensuring that any money collection undertaken for charitable purposes is in full compliance with the requirements of the Office of Fair Trading and all associated legislation.
- Council reserves the right to cancel or amend the Permit and / or conditions at any time.
- The Permit is subject to the provisions of the Council's Laws and is only issued in respect of the approved dates and locations.
- Permits are issued under Subordinate Local Law No. 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011.

Fees

Application for permit by community group, medical services and charities	NIL
All other applications for permit	Refer to Fees and Charges

OFFICE USE ONLY – Application Status

Approved

Declined

Name:

Signature:

Date:

/ /

REGULATED PARKING – GOONDIWINDI CBD

Please note that vehicles parked in designated 2-hour parking spaces for longer periods of time may be issued with parking infringement fines.

CANCELLATION OF PERMIT

Should Council receive any complaints from businesses or members of the public regarding the activity or should the applicant fail to comply with any of the conditions outlined above Council reserves the right to immediately revoke the permit. In the event that a permit is revoked, Council reserves the right to implement a suspension period and may refuse to issue future permits.

IMPORTANT NOTICE

Goondiwindi Regional Council is collecting this information in order to comply with its responsibilities and obligations as a Local Government. The information will only be used by Council Officers or Agencies which may have a legitimate need for the information to process applications or the like. Your information will not be given to any other person or Agency until you have given us permission or we are required to by law.