

Footpath Trading Application Form

Application for a Commercial Street Furniture permit

Applicant Details	
Applicant Name:	Phone Number:
Business Name (if applicable):	Email Address:
Company Name:	
Business ABN Number:	
Location Address:	
Postal Address:	
Suburb:	Postcode:

Application Type	
Are you applying for or renewing an existing Footpath Trading Permit?	
<input type="checkbox"/> New Application	<input type="checkbox"/> Amendment of existing Permit: Permit No. CSF _____
<input type="checkbox"/> Transfer of existing Permit: Permit No. CSF _____	
<input type="checkbox"/> Portable Sign	<input type="checkbox"/> Display of Goods
<input type="checkbox"/> Tables/Chairs	<input type="checkbox"/> Real Estate Pointer Boards

Display of Goods	Tables and Chairs
<input type="checkbox"/> Type of Goods:	Number of Tables: _____ L _____mm x W _____mm
	Number of Chairs: _____

Trading Zone Map (Good & Tables and Chairs only)

Please fill in the Length of your Shop Front and the Width of your Shop Front to the kerb.

Shop Front
Length (a) = _____ mm

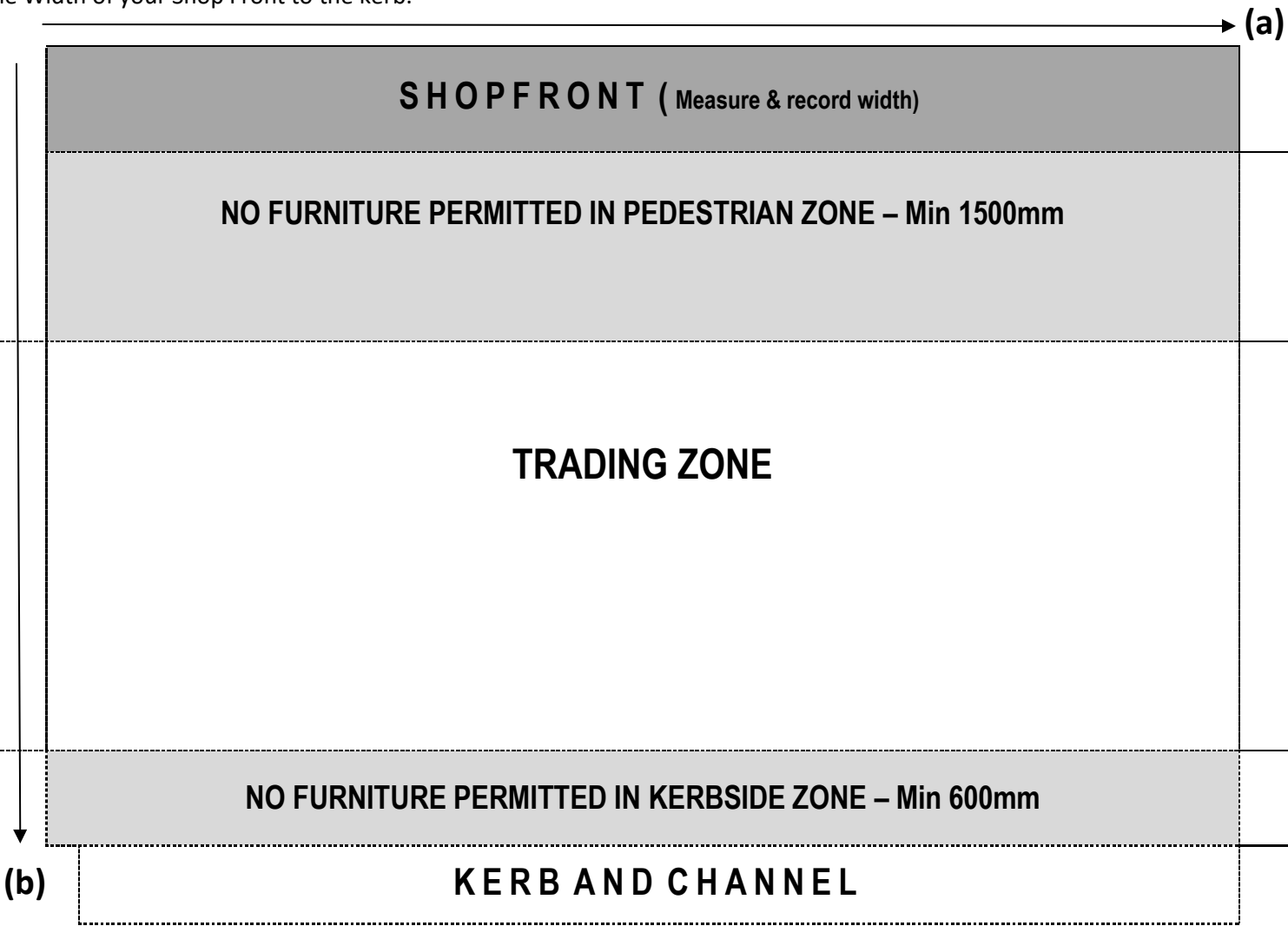
Shop Front to kerb
Width (b) = _____ mm

Is there any existing
Street Furniture outside
your shop? (e.g. Street
benches, parking meters
etc.)

☐ Yes

☐ No

Please note any display of
goods must be less than
1m in height.



Application Checklist	
<p>Prior to submitting your application form, please complete the checklist below to ensure your application can be processed in a timely manner.</p> <p>Failure to complete any part of the application or supply required documentation may result in the application being rejected.</p>	
<input type="checkbox"/>	I understand that the permit is only valid during the opening hours of my Business
<input type="checkbox"/>	I have completed all relevant sections of this application form
<input type="checkbox"/>	I have attached a current copy of business registration certificate (ASIC Business Registration certificate)
<input type="checkbox"/>	I have attached a certificate of current Public Liability Insurance for a minimum of \$20million
<input type="checkbox"/>	I understand I am only able to display goods / place furniture in the trading zone
Signature	
<p>Print Full Name: _____</p> <p>Date: _____</p> <p><i>Indemnity statement:</i> The owner, in signing this application form, agrees to comply with permit conditions & guidelines and to indemnify the Council from and against any loss, damage or expense (including legal costs) arising from any claim, demand, action, suit or proceeding that may be brought by any person against the Council in respect of the death or injury of any person or the loss or damage to any property, where such death, injury, loss or damage arises out of or in connection with the owner's actions on any land owned or managed by the Council and is caused by the negligent act or omission of the owner or the owner's employee, agent, contractor or client. PROVIDED THAT the owner shall not be liable for any liability or loss to the extent that such loss or damage is caused by the error, omissions or actions of the Council. Where negligence is found to have been contributory, each party shall bear full responsibility in accordance with the party's fault.</p> <p><i>PRIVACY STATEMENT</i> The personal information requested on this form is being collected by Council for the purpose of issuing a permit in relation to the above service. The personal information will be used by Council for that primary purpose or directly related purposes. The information may also be used to update Council's customer databases to assist Council in discharging its functions or providing services. The personal information collected will not otherwise be disclosed unless permitted or required by law. If the information is not collected, we are unable to process your application and provide the service sought by you. Requests for access to and/or amendment of personal information should be made to Council's Privacy Officer.</p>	

Submitting your form

Submit by emailing your completed form and documents to boroondara@boroondara.vic.gov.au with "Footpath Trading Permit - Local Laws" as your subject line.