

# Parklet Permit Application Form

## Applicant details

**Applicant name:** \_\_\_\_\_

**Phone number:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Business or trading name (if applicable):** \_\_\_\_\_

**Company name (if different from business or trading name):** \_\_\_\_\_

**Business ABN:** \_\_\_\_\_

**Location address:** \_\_\_\_\_

**Postal address:** \_\_\_\_\_

**Trading hours:** \_\_\_\_\_

## Application type

**Are you applying for or renewing an existing Parklet Permit?**

- New application
- Amendment of existing permit? Permit number: \_\_\_\_\_

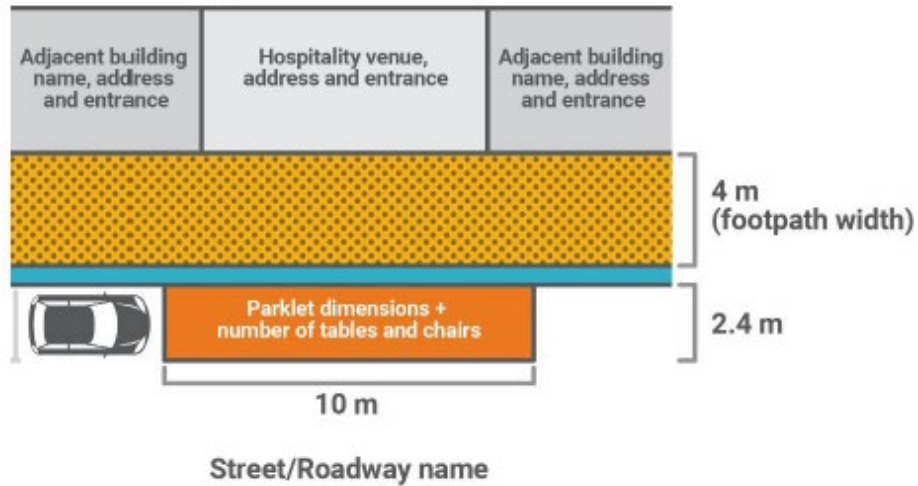
**Permit period:**

- Annual (12 months)
- Seasonal permit (1 November to 30 April)

# Application checklist

## Upload/attach the following documentation

- Site plan showing the proposed parklet.



*Image: Site plan example*

- Current copy of business registration certificate (ASIC Business Registration certificate).
- Certificate of current Public Liability Insurance for a minimum of \$20 million.

## Checklist

- I understand that the permit is only valid during the opening hours of my business.
- I have completed all relevant sections of this application form.

## Serving alcohol

If you plan to serve alcohol within your parklet, you will need to apply for a planning permit and liquor licence. For your planning permit please contact our Planning team on 9278 4444. A liquor licence is applied for separately through the Victorian Gambling and Casino Control (VGCCC). Please visit [Liquor licensing | Victorian Government \(www.vic.gov.au\)](http://www.vic.gov.au).

## Signature

Print full name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **Indemnity statement**

The owner, in signing this application form, agrees to comply with permit conditions and 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.

## **Privacy statement**

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.