

The issuing of a permit is solely dependant upon all information supplied below being compliant with City of Ballarat Local Law No 15 (as amended by 17). The Local Laws Unit reserves the right to refuse the applicant a permit after due consideration of this application.

General Permit Application

Local Laws Unit
City of Ballarat



Applicant Details:

Applicant's Name: _____

Company Name: _____ Trading as: _____

OR

Community Group Name: _____

Address: _____

Postal address: _____

Telephone: _____ Mobile: _____ Fax: _____

Email: _____

Permit Details:

Address of Premises where Permit sought: _____

Details of space required on (please tick) Road Footpath Reserve

Traffic Management Plan attached (if required): Yes: No:

Traffic Management Plan Completed By: _____

Type of Permit: (\$150.00 – fee) Commercial Activity Non Commercial Activity

The Fundraising Act 1998 defines a fundraiser as any person or organisation, including a business, that collects money for a beneficiary, cause or thing, rather than solely for their own profit or commercial benefit. This includes collecting food, clothes and other items on behalf of a person or organisation.

Commencement date and time: _____

Completion date and time: _____

Details of event or activity: _____

** Please provide a full description and further details of the proposed event on the reverse side of this form and attach any supporting documentation (i.e. Certificate of Currency, Company Profile, letters or other information)*

Certificate of Currency of Public Liability Insurance attached Yes No

Minimum coverage of 10 million with the City of Ballarat as an interested party (mandatory requirement)

Processing & Payment Details:

Please forward applications to ballcity@ballarat.vic.gov.au or post to City of Ballarat PO Box 655, Ballarat VIC 3353. Once your application has been assessed and a decision for a permit to be granted, an invoice will be sent out for payment.

I hereby undertake to comply with requirements of the City of Ballarat Local Laws in relation to public safety and amenity in public places. I will abide by any special conditions as required on the permit issued and by an authorised officer of Council.

Applicant's signature: _____ Date: _____

All information gathered is held in strict accordance with the privacy policy as stated on the City of Ballarat website <http://www.ballarat.vic.gov.au/privacy.aspx>

