

Trading Permit

General Local Law 2017



- This permit has a fee of \$125.00 Not for Profit Organisations do not pay
- Please use block letters and a black pen.

Applicant details:

Organisation name:	
Person responsible:	
Postal address:	Postcode:
Contact number:	
Email address:	

Trading details:

Trading address:	
	Postcode:
First day of trading: ____/____/____	Last day of trading: ____/____/____
Trading start time: ____ ☐ am ☐ pm	Trading finish time: ____ ☐ am ☐ pm
Details of product or services provided:	

Insurance details: (please attach a copy of insurance)

Insurer name:
Policy number:
Policy expiry date: ____/____/____
Sum insured: (minimum of \$20 million public liability insurance)

Please attach:

- A complete overview of the proposed activity including, availability of parking, effect on traffic, site map, effect on other traders or residents in the area, public risk and safety strategies.
- Any other important information

Signature:	
Name:	Date: ____/____/____

Collection Notice

East Gippsland Shire Council collects information provided by you in this form to consider your application for a trading permit. East Gippsland Shire Council will only disclose your personal contact information to a third-party where required to do so by law. Information shared in this situation will be in accordance with the requirements of the Privacy and Data Protection Act 2014. If incorrect information or details are provided Council will be unable to assist you with this request. For more information on Council's Privacy Policy, please visit Council's *Privacy Statement* on our website or email feedback@egipps.vic.gov.au if you have any questions. AUG 26

Rules

General Local Law 2017

This permit relies on the permit holder meeting all these rules and any other statutory obligation associated with the activity.

1. You must apply to the East Gippsland Shire Council for Goods on Footpath Permit (if needed).
2. You must provide Council a copy of your public liability insurance.
3. The licence holder is required to limit its operations to meet with the management plan as set out in the application submitted to Council.
4. The applicant is responsible to make sure no damage is caused to Council's assets, in the event of any property damage the applicant must fix, repair, replace, or repay Council for any costs as a result of the damage. The applicant is responsible to identify any hazard or potential damage issue prior to putting up, placing or inserting any object on or into Council land.
5. The site or venue must be left in a clean and tidy condition. All equipment, goods and materials must be removed from the site at the finish of the event. It is the responsibility of the applicant to remove all litter from the event and make sure that any litter is collected and disposed of in an a suitable manner. Where extra emptying of litterbins may be needed; arrangements should be made with Council's Waste Department.
6. The applicant will be required to pay a commercial rental fee for the occupation of the site and may be required to pay an upfront bond deposit.
7. Mobile food vending vehicles are prohibited from trading in or within a 500 metre buffer zone from the central business district of towns.
8. Mobile food vendors are not permitted to operate prior to 8.00am weekdays and 9.00am weekends and public holidays or during hours of darkness. For Mobile food vendors that wish to trade during the hours of darkness you must supply lighting that meets the requirement of Council. Council officers will meet onsite to ensure safety requirements are met.

Office Use Only:	
CS Stamp:	IM Stamp:

Contact Council

-  **Phone:** 03 5153 9500
-  **Email:** feedback@egipps.vic.gov.au
-  **Website:** eastgippsland.vic.gov.au
-  **Mail:** PO Box 1618, Bairnsdale VIC 3875

Customer Service Centres:

- **Bairnsdale:** 273 Main Street
- **Lakes Entrance:** 18 Mechanics Street
- **Mallacoota:** 70 Maurice Avenue
- **Omeo:** 179 Day Avenue
- **Orbost:** 1 Ruskin Street
- **Paynesville:** 55 Esplanade

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