

Fundraising Permit Application



Local Law No. 1 Neighbourhood Amenity 2012

Name of Applicant:	
Postal Address:	
Type of Event:	
Phone Number (home):	Phone Number (business):
Phone Number (mobile):	Email:
Location of Activity:	
Date/s:	
Duration (including event set up and pull down):	
Number of persons expected to attend:	

Type of Permit required (please tick box)

1. Sausage sizzle	<input type="checkbox"/>	4. Other (please describe)	<input type="checkbox"/>
2. Collecting Money, Subscriptions, Raffles	<input type="checkbox"/>		
3. Trading door to door	<input type="checkbox"/>		

Documents Attached (photocopy will suffice)

Copy of Current Public Liability Insurance (\$10,000,000 minimum)	<input type="checkbox"/>
Detailed plan of proposal (all applications)	<input type="checkbox"/>
Written consent of property owner/occupier if fundraising in front of a business	<input type="checkbox"/>
Signed Indemnity Form (all applications)	<input type="checkbox"/>
Customer referred to Environmental Health (if working with food)	<input type="checkbox"/>

Signature: _____ Date: ____/____/20____

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Form of Indemnity

(Schedule 4 Local Law No. 1 Neighbourhood Amenity 2012)

This Personal Information is held in accordance with the Privacy and Data Protection Act 2014 Principles

I.....(Name of person)
of(Address of person)
in the State of Victoria, holding position of (Role or Position in Business)
in the business named (Business Name)
with ABN or ACN (Australian Business or Company Number)
of (Business Address)
for which business I am duly authorised to sign this indemnity, in consideration of the Permit for
..... (nature of permit) on the Footpath or Road being granted to
..... (Name of Person or Incorporated Business Name on the Permit)
(hereinafter referred to as “the Permit Holder”)

HEREBY COVENANTS with BASS COAST SHIRE COUNCIL (hereinafter referred to as “Council”) that unless caused by a breach of employees or contractors, the Permit Holder agrees to indemnify Council and keep Council indemnified from and against all and any damage, loss, cost or liability incurred or suffered by any person as a result of the Permit Holder’s failure to comply with any conditions of the Permit granted by Council, or any other failure to comply with any relevant law, lawful duty or obligation giving rise to any damage, loss, cost or liability incurred or suffered by any person as a result of or in any way associated with the exercise of this Permit.

SIGNED SEALED AND DELIVERED by

(Print name)

(Sign)

(Print Position)

(Date)

in Victoria in the presence of:

(Print Witness Name)

(Witness Sign & Date)

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Site Plan

Applicant Name:	
Name of Business:	
Business Address:	

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Permit Conditions

(1) for any permit for any form of house to house commercial trading or non-exempt distribution of books, handbills or information, the matter may only be determined directly by a Senior Officer, the Chief Executive Officer or by resolution of the Council;

(2) for the sale of any goods or services from a road or any Council Land, refer to the permit required under either clause 56 of the Local Law (Roadside Trading, or Performing) or clause 59 of the Local Law (Displaying Goods for Sale). For the sale of goods or services from any private property the matter is subject to a permit under the Planning Scheme;

(3) for a permit for collections, a limit should be imposed on the total number of collection permits to be granted (averaging per annum no more than one per month per location or postcode area, whether door-to-door, highway, or other) and a preference to be given to volunteer collectors for charitable organisations benefiting the Bass Coast community;

Consideration to be taken:

(4) if the organisation has already received a permit in any particular year for the location or area sought;

(5) the times and days it is proposed to collect;

(6) the land-use of the relevant land on which the collection would take place and that of adjoining allotments;

(7) the matter or thing to be collected and/or distributed;

(8) the age of the participants and the capacity for them to be supervised;

(9) whether an indemnity/guarantee has been provided to the Council;

(10) if the person or organisation is collecting on a public carriageway from passing vehicles, whether the person or organisation has a current public liability policy of insurance for at least \$10 million and has produced a Certificate of Currency;

(11) the roads or areas in which the collections would take place;

(12) the impact on traffic and the safety of pedestrians;

(13) any view of the Victoria Police or VicRoads (where relevant) concerning the proposed location or conduct of any collection, especially regarding a highway collection;

(14) whether the following mandatory requirements for highway collections can be satisfied:

(a) permission must be obtained from the Chief Commissioner of Police before a Council permit can be issued (per Section 28 – Road Safety (Traffic Management) Regulations 2009).

(b) the nominated intersection must be controlled by traffic signals;

(c) highway collections should be limited to weekends or public holidays;

(d) no highway collection shall take place between sunset and sunrise;

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(e) no highway collections shall take place at an intersection located in a speed zone greater than 70 kilometres per hour;

(f) no highway collection shall commence or continue during inclement weather or abnormal atmospheric conditions;

(g) collectors shall:

(i) only enter upon the carriageway when a red traffic control signal is displayed facing vehicles from which they wish to solicit for contributions; and

(ii) immediately leave the carriageway and remain on the reservation

(15) any other matter the authorised officer or the delegated officer reasonably believes is relevant to the application.