

PYRENEES SHIRE COUNCIL



5 Lawrence Street, Beaufort 3373
Phone: (03) 5349 1100
Fax: (03) 5349 2068
Email: pyrenees@pyrenees.vic.gov.au

GENERAL LOCAL LAW 2019

APPLICATION FOR PERMIT

(6.3) Street Parties, Festivals, Events and Commercial Activities in a Public Place

This application is to permit to hold a street party, festival, event or conduct commercial activity in a Public Place at the location/s specified below and for dates or time period indicated.

- Street Parties, Festivals, Events in a Public Place **Fee: \$**
- Commercial Activities in a Public Place **Fee: \$**

Questions marked with an asterisk (*) must be completed.

Applicant Details		
Applicant* The person who wants the permit.	First Name:	Last Name:
	Business or Organisation (if applicable):	
	Postal Address:	
	Suburb/Locality:	Postcode:
Contact Details*	Daytime Phone:	
	Email:	

Please complete either Section A or B below and complete the Declaration and Checklist

Section A: Details of Street Party, Festival or Event	
Location	
Event name	

Date/s and Time/s	Start Date:	End Date:	
	Start Time:	End Time:	
Is this a Public or Private Event?			
Will there be an entry fee?			
Have you checked if you require a Planning Permit or Building Permit?	Planning Permit: Yes / No	Building Permit Yes / No	
Is Road Closure required?			
Estimated number of people attending?			
Have Neighbours been advised of event?			
Will Alcohol and/or Food be Sold?			
Will you be placing advertising signs up about the event?			
Please attach to your application	Site Plan Risk Management Plan Traffic Management Plan Parking Plan Waste Management Plan		
Public Liability Insurance Details			
Policy Number	Insurer	Expiry Date	Amount of Cover
*You must attach a copy of Certificate of Currency for public liability insurance.			

Section B: Details of Commercial Activity	
Location	
Type of activity	
Date/s and Time/s	
Is this an Event?	

Have you sought approval from adjoining business owners			
Person in Charge	Name:		
	Contact Phone Number:		
Public Liability Insurance Details			
Policy Number	Insurer	Expiry Date	Amount of Cover
*You must attach a copy of Certificate of Currency for public liability insurance.			

Declaration (This form must be signed by the applicant. *)	
I declare that I am the applicant; and that all the information in this application is true and correct; and the owner (if not myself) has been notified of the permit application.	
Signature:	Date:

Checklist	
Have you:	<input type="checkbox"/> Filled in the form completely? <input type="checkbox"/> Paid or included the application fee? <input type="checkbox"/> Provided all necessary supporting information and documents?

Incomplete forms will result in a delay in processing your application.

Lodgement	
Lodge your completed application form, the fee payment and all the documents to:	Pyrenees Shire Council 5 Lawrence Street BEAUFORT VIC 3373 Email: pyrenees@pyrenees.vic.gov.au

Council may or may not issue a permit with or without conditions and may also cancel a permit at any time. A permit will be valid for dates or period of time indicated on the permit upon being issued and is not transferable.

Office Use Only	
Application Number:	Date Lodged: / /