

On Street Activities Permit



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Event Management: DCBW Event Form 11

1. CONTACT DETAILS

I _____ for and behalf of _____
(Name) (Organisation, Business, Group)

Of _____ and _____
(Address) (Phone)

Hereby make application to The Barunga West Council for:

Please mark the appropriate box with an **x**

- | | | |
|--|--|---------------------------------------|
| <input type="checkbox"/> Badge Day | <input type="checkbox"/> Literature Distribution | <input type="checkbox"/> Preaching |
| <input type="checkbox"/> Survey / Petition | <input type="checkbox"/> Collection of Monies | <input type="checkbox"/> Free Samples |
| <input type="checkbox"/> Business Promotion / Marketing Activity | | |
| <input type="checkbox"/> Other _____ | | |

To be held at _____ on the _____
(Location) (Date)

Between the hours of _____ am/pm and _____ am/pm

Additional Relevant Details
(If Applicable)

2. THE ISSUING OF THIS PERMIT IS SUBJECT TO

- The permit holder agreeing to the General Conditions of the permit as contained herein.
- The permit holder agreeing to all Special Conditions which the Council may determine.
- The permit holder paying the prescribed fee.
- The permit holder providing a copy of all appropriate insurances as required by either the General Conditions or Special Conditions of permit.

3. INFORMATION REGARDING ON-STREET ACTIVITIES

Badge Days

- All charities wishing to undertake a Badge Day must apply in writing to Council.
- The charity must hold a licence under the Collection for Charitable Purposes Act, 1947 and be registered with Revenue SA.
- A badge day permit allows for a limited number of collectors to be within the Barunga West Council area. Should you wish to hold a display anywhere within the District area, please contact Council for further information.

Preaching

- A sample of preaching product must be provided upon application.
- Preaching must not be carried out for more than two hours per week
- No preaching may be conducted outside of institutions such as The Council Office or Police Station.

Surveys and Petitions

- The purpose for which the “petition is sought” or the “Survey being undertaken” must be clearly stated and a copy of the survey / petition provided upon application.
- The activity must not be carried out for more than two hours per day.

Free Samples

- Handing out samples at a cost (discounted or otherwise) is not permitted. A sample must be provided upon application
- This activity can not be carried out for more than two hours in a day with no more than two people at each location.

March / Rally / Parade

- Pedestrian access can not be impeded.
- Applications must be received in writing at least seven days (5 working days) before the proposed activities.
- Public Liability Insurance is required.

Distribution of Literature

- The distribution of literature for commercial promotion is not permitted.
- It is illegal to place literature in or on vehicles parked in any street, road or public place without the consent of the owner or driver of the vehicle.

Collection of Monies, Pledges or Goods On Street

- Collection locations must be assessed to ensure they are suitable

Further conditions may apply to this permit approval upon review of the application.

4. GENERAL CONDITIONS OF PERMIT

1. The permit holder agrees to indemnify and to keep indemnified the Council, its servants and agents and each of them from and against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against them or any of them arising out of or in relation to the issuing of the permit.
2. The permit holder shall take out and keep current a public risk insurance policy in the name of the permit holder insuring the permit holder for the minimum sum of ten million dollars (\$10,000,000) against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against the permit holder in relation to the activity.
3. The permit holder must provide confirmation of insurance to the Council. Such policy shall bear the endorsement of the Insurer indicating the Insurer accepts the indemnity given by the permit holder.
4. The permit holder, where appropriate, shall ensure that it is licensed or registered to carry out the activity authorised by the issuing of this permit.
5. The permit is not transferable.
6. The permit holder shall comply with and give all notices required by any Act of Parliament, Ordinance, Regulation or By-law relating to the activity.
7. No food or drink will be offered for sale by any permit holder without the prior approval of the Council.
8. No music system or amplified sound to be used by any permit holder without the prior approval of the Council.
9. Activity sites will be allocated by the Council and no allocated sites may be altered without the approval of the Council.
10. The permit holder shall ensure that its site or sites are left in a clean and tidy condition at the end of the event. Failure to do so may result in cleaning fees being charged.
11. This permit is liable to be revoked by Council if the permit holder fails to comply with a condition of this permit or may be revoked in any other justifiable circumstance.
- 12. This permit will not come into operation until proof of the appropriate insurance has been provided to the Council and a copy of this document, signed by the Council has been returned to you.**

Should you have any queries, please contact
Council's Risk Management Officer on 86352107 or e-mail Barunga@barungawest.sa.gov.au

I acknowledge that I have read and understand the permit conditions and agree to abide by the said conditions.

Signed for and on behalf of the event organiser:

Name: _____ Date: _____

Position: _____ Signature: _____

5. COUNCIL AUTHORISATION

COUNCIL USE ONLY

Insurance: YES / NO	Permit: APPROVED / DENIED
Signed _____	Date: _____
Position _____	

Badge Days *If Applicable*

- Registration Under Charitable Purposes Act, 1947 YES / NO
- Number of collectors permitted _____

Preaching *If Applicable*

- Sample of Preaching Product attached YES / NO

Surveys and Petitions *If Applicable*

- purpose for which the “petition is sought” or the “Survey being undertaken” clearly stated YES / NO
- copy of the survey / petition attached YES / NO

Free Samples *If Applicable*

- Sample provided / attached YES / NO

March / Rally / Parade *If Applicable*

- Written application attached YES / NO

Distribution of Literature *If Applicable*

- Copy of literature to be distributed attached YES / NO

Collection of Monies, Pledges or Goods On Street *If Applicable*

- Information on collection locations assessment attached YES / NO

Fees Paid: \$ _____ Date: _____
If Applicable

Action Required:

If Applicable
