



TEMPORARY USE OF RESERVE, PARK, GARDEN OR FORESHORE AREAS

1. CONTACT DETAILS

I _____
(Name of Applicant who shall be known as the "Permit Holder" following approval)

For and on behalf of _____
(Name of organisation, business or group – **only if applicable**)

Of Address _____

Telephone _____ Mobile _____

Email _____

Hereby make application to the District Council of Barunga West to book the following Reserve, Park or
Foreshore; _____
(Name and / or address of facility)

For the Purpose of _____
(Description or name of activity or event)

Date of Event _____

Between the hours of _____ and _____

- The issuing of this permit is subject to: -
- (a) The permit holder agreeing to the General Conditions of the permit as contained herein.
 - (b) The permit holder agreeing to all Special Conditions, which the Council may determine.
 - (c) The permit holder paying the prescribed fee.

I acknowledge that I have read and understood the General Conditions of Permit as outlined on the reverse of this application and agree to abide by the said conditions.

Signed for and on behalf of the applicant:

Name _____ Date: _____

Position _____ Signature: _____
(only if applicable)

2. GENERAL CONDITIONS OF PERMIT

1. Please note that this permit does not give exclusive use of the total Reserve / Park / Garden or Foreshore area, and the general area must remain accessible to other members of the public throughout any private or corporate function therein.
2. Persons organising or participating in private functions in a Reserve / Park / Garden or Foreshore area, do so at their own risk. The Council accepts no liability for loss, and the permit applicant must agree to indemnify and keep indemnified the Council, its servants and agents against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against them arising out of or in relation to the issuing of the permit.
3. Depending on the type of function / activity being conducted, Council may require the applicant to have Public Liability Insurance up to \$10 million. (Such activities include, but are not limited to, jumping castles and amusement rides or similar). In this circumstance, an application for an “Event Permit” should be lodged with Council at least 14 days prior to the function / event.
4. No tents, marquees or any other temporary structure may be erected without prior approval and agreed locations from Council.
5. No vehicles of any type may be driven onto the Reserve / Park / Garden or Foreshore area without the prior written approval of Council. Unauthorised vehicle access on reserves is a breach of Council By-Laws and will result in the issue of an expiation notice.
6. Any amplifiers, announcements, music or other noise is to be kept to a minimum and at a volume that will not cause undue disturbance or annoyance to nearby residents.
7. No food or drink will be offered **for sale** by any permit applicant without the prior approval of the Council.
8. 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.
9. Repair or replacement of damaged property will be the responsibility of the permit holder. If repair or replacement of damaged property is not undertaken within reasonable time, council may repair or replace and recover costs from the permit holder.
10. Any incident(s) which may give rise to any potential claim(s) is to be notified as soon as practicable to Councils Risk Management officer.

3. COUNCIL AUTHORISATION

COUNCIL USE ONLY

Insurance	YES / NO	Booking	APPROVED / DENIED
Signed	_____	Date	_____
Position	_____		

Booking Noted: _____

If Applicable

Supplementary Forms Completed:

If Applicable

Where: _____

Initial

Initial