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|---|---|
| Select application type: | |
| <input type="checkbox"/> New application | <input type="checkbox"/> Amendment to current permitted <u>trading area only</u> |

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|-----------------------------|
| 1. Applicant details |
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| | |
|----------------|---------------|
| Surname | |
| Given names | Date of birth |
| Postal address | |
| Email address | Phone |

| |
|----------------------------|
| 2. Business details |
|----------------------------|

| | | |
|---------------------------|--------------|-------|
| Business name | Trading name | |
| Business premises address | | |
| Postal address | | |
| Business phone | Mobile | Fax |
| Email address | | |
| Preferred contact person | Position | Phone |

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|-----------------------|
| 3. Permit type |
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| |
|---|
| <input type="checkbox"/> Outdoor Dining |
| <input type="checkbox"/> Goods on Footpath |

| |
|------------------------------------|
| 4. Footpath trading details |
|------------------------------------|

| | |
|--|-----|
| Square metres of footpath space requested (as per site plan) | sqm |
| Days of operation | |
| Hours of operation | |

| |
|---------------------------------------|
| 5. Dogs in outdoor dining area |
|---------------------------------------|

| | |
|-----------------------------|--|
| Dogs in outdoor dining area | <input type="checkbox"/> Yes <input type="checkbox"/> No |
|-----------------------------|--|

Please note: Specifications outlined in the Food Standards Code 3.2.2 must be complied with in order to allow dogs within an outdoor trading area. Refer to Sunshine Coast Council Factsheet – Dogs in outdoor dining areas – information for footpath trading permit holders

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| 6. Footpath trading site plan requirements |
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For new applications or changes to existing permits provide a detailed site plan as per below:-

Site plan detailing positioning of proposed trading area in relation to shop front and the street kerb, including existing council infrastructure (council benches, planter boxes, rubbish bins, footpaths and pedestrian crossings), proposed location of dogs in outdoor dining area and required signage (if applicable). Dimensions of the proposed trading area must be provided. The site plan must be to a suitable scale (i.e. 1:100 or 1:50).

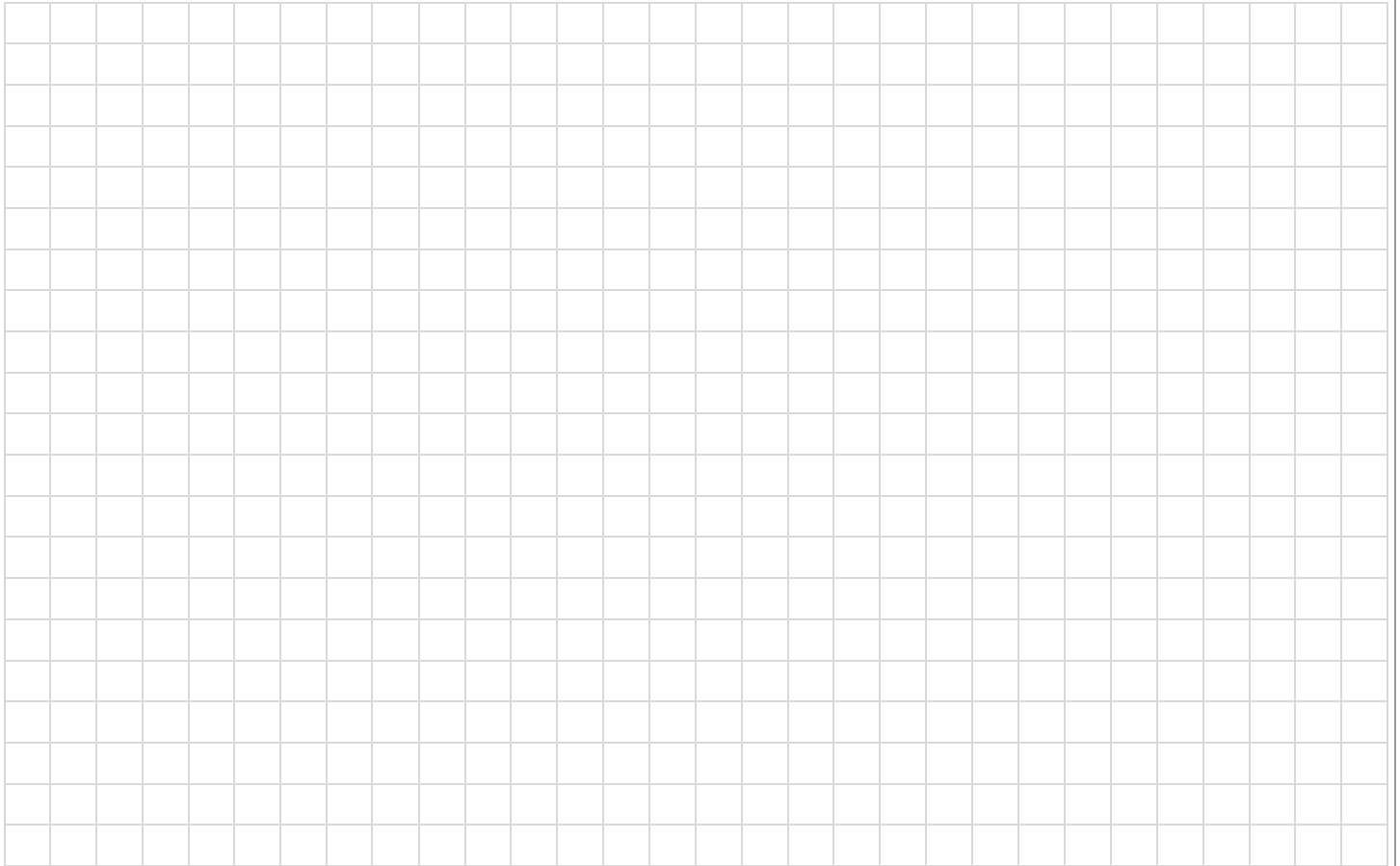
This must either be attached to the application form or completed in section 7 of this application form.

Privacy
 Council will use any personal information provided for the intended purpose only and for remaining in contact with you. Council is authorised to collect this information in accordance with the *Local Government Act 2009* and other Local Government Acts. Your personal information is only accessed by persons authorised to do so. Council may provide information about you to any relevant Queensland State Department. Your personal information is dealt with in accordance with council's privacy policy.

www.sunshinecoast.qld.gov.au | mail@sunshinecoast.qld.gov.au | T 07 5475 7272
Postal address Locked Bag 72 Sunshine Coast Mail Centre Qld 4560 | ABN 37 876 973 913

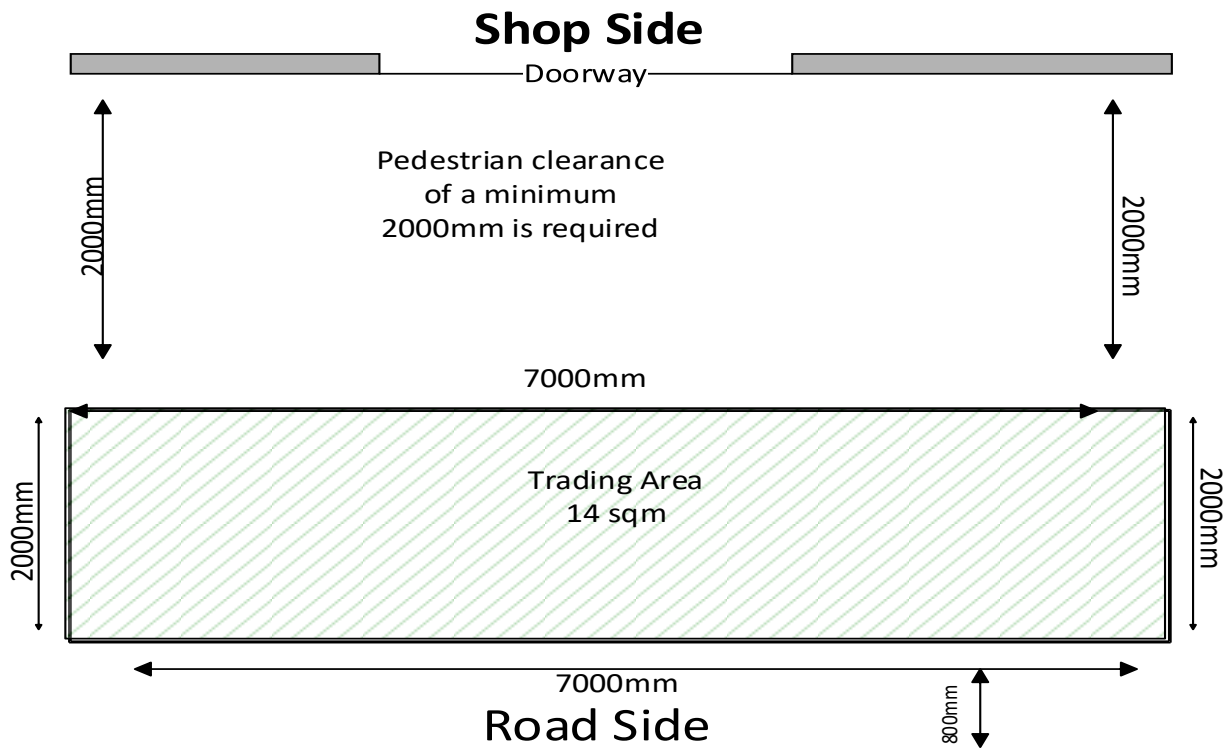
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Maroochydore office 10 First Avenue Maroochydore Qld 4558
Nambour office Corner Currie and Bury Streets Nambour Qld 4560

7. Footpath trading site plan drawing



Example footpath trading plan

Please see below for an example plan showing the footpath trading area



8. Additional requirements to be submitted with your application form:

- Copy of current Certificate of Currency (Public Liability Insurance) for a minimum \$20 million (\$20,000,000) in the business name, noting Sunshine Coast Regional Council as an interested party, listing footpath trading as covered and the expiry date.
- Photos of the footpath trading area set up including, council benches, planter boxes, rubbish bins, footpaths, umbrellas, pedestrian crossings, roadside, shop side and signage.
- Complete the Deed of Indemnity attached to this application
- Provide the non-refundable application fees as per below charges.

Please note:

- **Permits are valid from the date of issue to 31 July and incur an annual permit fee**
- **Failure to provide all relevant documents at application lodgement will delay application assessment until all relevant information has been received.**
- **Amendments to existing footpath trading areas will require the permit holder to submit a new application with payment of the non-refundable application fee**

Issued under: *Subordinate Local Law 1 (Administration) 2011, Schedule 6 Commercial use of local government controlled areas and roads.*

9. Fees and charges

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| Footpath Trading (Outdoor Dining & Goods on Footpath) Application Fee (non-refundable) *this fee will also be charged should permit holders require a change to an approved footpath trading area. | \$528.00 |
| Footpath Trading (Outdoor Dining & Goods on Footpath) New Owner Application Fee (non-refundable) *this fee is only applicable if there is no change to the current trading area. If changes are required, the full application fee of \$528.00 is payable | \$132.00 |
| The following fees are payable on issue of permit: | |
| Outdoor Dining | |
| Outdoor Dining Annual Fee for 12 square metres or less | \$112.00 |
| Outdoor Dining Annual Fee <i>per additional square metre</i> above 12 square metres | \$112.00 per m ² |
| Goods on Footpath | |
| Goods on Footpath Annual Fee for 6 square metres or less | \$112.00 |
| Goods on Footpath Annual Fee <i>per additional square metre</i> above 6 square metres | \$112.00 per m ² |
| <i>Fees relating to activities falling within the Nambour Special Entertainment Precinct may be waived. This relates to both the primary and secondary buffer areas that can be viewed on council's website</i> | |

10. Declaration of applicant

I/We, the Applicant, declare that the above information is correct in all respects, at the time of lodgement of this application with the Sunshine Coast Council. Should any of the details given in relation to this application be changed in the future, the Applicant shall advise the Sunshine Coast Council in writing prior to any such change being implemented.

I/We, the applicant, understand that Sunshine Coast Council use all provided contact details including email, phone calls and SMS for sending annual notices, reminders and verifying data. To opt out of all SMS and email contacts I/we must contact Sunshine Coast Council and specifically nominate to be excluded from emails or SMS.

| | |
|------------------|-------------|
| Signature | Date |
| | |

OFFICE USE ONLY**Application Type**

- Application Fee - Footpath Trading (Outdoor Dining & Goods on Footpath)
- Application Fee - Footpath Trading (Outdoor Dining & Goods on Footpath) (No change)
- Outdoor Dining Annual Fee for 12 square metres or less
- Outdoor Dining Annual Fee *per additional square metre* above 12 square metres
- Goods on Footpath Annual Fee for 6 square metres or less
- Goods on Footpath Annual Fee *per additional square metre* above 6 square metres

Charge Type

- CR-CLP3689
- CR-CLP11367
- CR-CLP9040
- CR-CLP9044
- CR-CLP9042
- CR-CLP9043

| Application no. | Amount paid | Date paid | Receipt no. | Initial | Date stamp |
|-----------------|-------------|-----------|-------------|---------|------------|
| | | | | | |

11. Payment options

| | | | | | |
|-----------|---|--------------------------------------|-------------------------------------|-------------------------------|-----------------------------|
| In person | Customer service centres: 8.30 am to 4.30 pm Monday to Friday (excludes public holidays). | | | | |
| By mail | Cheque or money order to be made payable to: Sunshine Coast Regional Council. | | | | |
| | <input type="checkbox"/> Cheque | <input type="checkbox"/> Money order | <input type="checkbox"/> MasterCard | <input type="checkbox"/> Visa | |
| | Card number | | Expiry date | Amount \$ | |
| | Name on card | | Signature of cardholder | | |
| | Phone | Is a receipt required? | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

DEED OF INDEMNITY

THIS DEED is given the _____ day of _____ 20_____

By _____ (Name of applicant)

Called "the Indemnifier"

Of _____ (Address)

To the **SUNSHINE COAST REGIONAL COUNCIL** (hereinafter called "**COUNCIL**").

WHEREAS the Indemnifier has applied to the **Council** for authority to use an area of Council controlled land.

NOW THIS DEED WITNESS that in consideration of the **Council** granting the **Indemnifier** authority to use Council controlled land, **the Indemnifier** agrees to take out and keep current during the period of authority a public liability insurance policy in a form approved by Council in the name of **the Indemnifier** insuring, for a sum no less than twenty million dollars, **the Indemnifier** against all actions, costs, claims, charges, expenses and damages whatsoever which may be brought or made or claimed against **the Indemnifier** arising out of or in relation to the Indemnifier's activity and or use of Council controlled land. The public liability insurance policy must extend to cover the **Council** in respect to claims for personal injury or property damage arising out of the negligence of the Indemnifier.

The Indemnifier hereby indemnifies and keep indemnified and to hold harmless the **Council**, it's servants and agents and each of them from and against all actions, costs, claims, charges, expenses and damages whatsoever which may be brought or made or claimed against them or any of them arising out of or in relation to the Indemnifier's activity and or use of Council controlled land. The Indemnifier's liability to indemnify the **Council** shall be reduced proportionally to the extent that any act or omission of the **Council**, its servants or agents, contributed to the loss or liability.

EXECUTED AS A DEED POLL by THE INDEMNIFIER

Signature _____

Signature of Witness

Name of Witness _____

OR

EXECUTED BY

In accordance with Section 127 of the Corporations Act

Director _____

Director / Secretary _____

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