



SOCIAL, CULTURAL & COMMUNITY SERVICES
STALL HOLDER PERMIT
DCSB 17 Form 09

Record ID/Series:	
File Number:	
Version No:	1.0
Issued	AUG 2015
Next Review	AUG 2017

ATTACHMENT B : to be used with Attachment A - EVENT APPLICATION

I			
(Name)			
For and on behalf of			
(Organisation, Business, Group)			
Here-in-after called the ' Applicant / Permit Holder '			
Of (address):			Post Code:
Of (contact no):			
Email:			
hereby make application to the District Council of Streaky Bay to hold a:			
(Type of Stall / Products)			
Note: Where food is being sold, supplied, consumed as part of the event then the attached Temporary Event Food Notification Form (Attachment C) must be completed and returned as part of this application.			
Event Name:			
To be held at (Location):		On (date):	
Between the hours of:	am/pm	and:	am/pm
This permit is valid from		to	
	(day & commencement time)		(day & completion time)

The issuing of this Permit is subject to the Applicant / Permit Holder:

1. Agreeing to the General Conditions of this permit as contained herein;
2. Agreeing to all Special Conditions which the District Council of Streaky Bay may determine; and
3. Paying the prescribed bond and fee.

General Conditions of Permit

1. The Applicant /Permit Holder agrees to indemnify and to keep indemnified the District Council of Streaky Bay, its servants and agents 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 this permit.
2. The Applicant/Permit Holder shall take out and keep current a Public Risk Insurance Policy for the minimum sum of Twenty Million Dollars (\$20,000,000) against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against the Applicant/Permit Holder in relation to the activity. The Applicant/Permit Holder must provide a Certificate of Currency to council on request. Council reserves the right to request additional insurance coverage.
3. The Applicant/Permit Holder shall be responsible for citing and maintaining a copy of the appropriate Public Liability Insurance for all other parties involved in the event and not covered under the Applicant/Permit Holders Insurance cover.
4. The Applicant/Permit holder, where appropriate, shall ensure that they are licensed and / or registered to carry out the activity authorised by the issuing of their permit.
5. This Permit is not transferable.
6. The Applicant/Permit holder shall comply with and give all notices required by any Act of Parliament, WHs Legislation, Code of Practice, and Australian Standard, By –law or any other legislative requirement.
7. The Applicant/Permit Holder shall notify the Council at the time of the application, if food and /or alcohol are to be consumed, served or sold during the period of the permit and provide a current South Australian Liquor License. This includes any food that may be disposed of by way of raffles or offered as prize or reward. A “Temporary Event Food Notification Form” (Attachment C) is available and must be completed and returned before the event commences.
8. The Applicant/Permit Holder shall ensure that the compliance plant and serial number is attached to each amusement ride / structure requiring SafeWork SA accreditation and that the serial number stated on the Certificate of Accreditation matches that on the amusement ride / structure. Current Engineering and Safety Certificates must be provided to Council. Where the event includes portable stages, marquees, or other constructions, details including dimension, structural details etc. must be provided to Council where requested.

9. All electrical cables and connections shall be protected and comply with Australian Standards and be secured in such a manner to prevent risk to health and safety of all persons. (i.e. Current test and tagging of electrical equipment & elimination of trip hazards associated with electrical cords)
10. Pyrotechnics (fireworks) must not be used without prior Council written approval, licences and SafeWork SA applications and permits must be supplied to Council at least twenty-one (21) days prior to the event commencement date. Compliance requirements for fire ban season and declared fire ban days must be adhered to.
11. At the completion of the event, all areas must be cleaned to the satisfaction of Council. Failure to do so will result in cleaning and waste management fees being charged.
12. All litter, resulting from any event, must be removed from the site in a timeframe agreed upon with Council
13. The Applicant/Permit Holder shall ensure that any lights are extinguished when leaving the site.
14. The use of the site may be granted up to 36 hours prior to the time of hire (request must be included in the application) for setting-up purposes, subject to availability. A fee may be charged for additional hire for set up (subject to Council's fees and charges schedule).
15. Repairing and / or replacing any damaged furniture, fixtures or fittings and associated infrastructure/buildings services will be the responsibility of the Applicant/Permit Holder. If any necessary repair or replacement is not undertaken within a reasonable time, the Council may repair and / or replace and recover the costs from the Applicant/Permit Holder.
16. Normal hire charges and loss of bond may be applied if a written cancellation is not received by Council at least seven (7) days prior to the event date
17. This permit may be revoked by Council if the Applicant/Permit Holder fails to comply with a condition of this permit and may be revoked in any other justifiable circumstance.
18. All promotional or directional signage associated with any event must be removed before 12 noon the following day of the scheduled event date.
19. The Applicant/Permit Holder will be responsible for ensuring a competent / qualified Work Zone Traffic Management Officer is appointed and will be required to provide Council with detailed traffic management plans in accordance with current legislative requirements.

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

Signed for and on behalf of the **Applicant / Permit Holder:**

Name:		Position:	
Signature:		Date:	

Signed by or on behalf of the **District Council of Streaky Bay:**

Name:		Position:	
Signature:		Date:	

Office Use Only:

District Council of Streaky Bay Authorisation

Permit: Denied Approved

Insurance Required: Yes No Date:

Certificate of Currency Received: Yes No Date:

Signed: _____ Date: _____