



# Application for Street Trading

## 1. Who is applying?

Mr  Ms  Mrs  Dr  Other

First name  Family name

Flat/street no.  Street name

Suburb or town  State  Postcode

Daytime telephone  Fax  Mobile

Email

## 2. Where is the land?

(For mobile vending vehicles, please provide a map of the proposed route area covered)

Flat/street no.  Street name

Suburb or town  Postcode

Lot no.  Section

DP/MPS no.  Volume/folio

You can find the lot no., section, DP/MPS no. and volume/folio details on a map of the land or on the title documents for the land. If you need additional room, please attach a schedule and/or a map with these details.

## 3. What is the application?

Please tick all the applicable

- Footpath dining
- Merchandise and/or sign display
- Street vending vehicle (needs Local Activity, Section 68 Approval)
- Casual street vending
- Street stall/ticket selling
- Busking

*(Please refer to section 6 - Fees and Charges - for fees per application type)*  
*(Please refer to section 7 - Additional Information - for additional information required per application type)*

Describe the intended purpose of the activity.

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Specify the proposed hours and days the activity/use will be operating:

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#### 4. Applicant(s) signature

Signature(s)

Name(s)

Date:

#### 5. The owner of the adjacent land must sign.

**The owner(s) of the land adjacent to the proposed street trading must sign the application.**

As the owner(s) of the above property, I/we consent to this application:

Signature

Name

Address

Telephone Number

Date

Signature

Name

Address

Telephone Number

Date

***If more than 2 owners, please attach a separate sheet with additional owners' consents.***

#### 6. Fees and Charges

- |   |           |
|---|-----------|
| (i) Footpath Dining: Application Fee*-                  | \$40      |
| Footpath Security Deposit**-                            | \$500     |
| (ii) Merchandise and/or sign display: Application fee*- | \$40      |
| (iii) Street vending vehicle: Application Fee*-         | \$40      |
| (iv) Casual Street Vending: Application Fee*-           | \$40      |
| (v) Street Stall/ticket selling:                        | No Charge |
| (vi) Busking: Application Fee*-                         | \$40      |

\* The application fee is a one off charge administered once per application type.

\*\* The footpath security deposit is a bond which is refundable at the expiry of the lease subject to the footpath being found not to have been damaged as a result of the footpath dining. Lease period is up to 3 years.

## 7 Additional Information

### a) Footpath Dining:-

- i) Provide a sketch to scale showing the table and chair layout and the position of any furniture relative to the building, footway, existing objects and property boundaries.
- ii) The use of a footpath for footpath dining requires approval from the Roads and Traffic Authority (RTA) if the road is a classified road under the control of the RTA.
- iii) Street dining applicants are required to lodge a copy of public liability cover of \$10 million for any one event and with Gilgandra Shire Council noted as an indemnified party on the insurance certificate.

### b) Merchandise and/or sign display:-

- i) Provide a sketch drawn to scale showing the proposed layout of the sign or display relative to the footway, building, existing objects and property boundaries.
- ii) Applicant to show the position, size and wording of any signage.
- iii) Applicants are required to lodge a copy of public liability cover of \$10 million for any one event and with Gilgandra Shire Council noted as an indemnified party on the insurance certificate.

### c) Street vending vehicles/casual street trading:-

- i) Applicants must lodge a map or sketch plan of the proposed route/area of operation or standing site.
- ii) Applicants must lodge a list of any ancillary articles being used such as waste containers, supplementary lighting, power source, signs etc.
- iii) Applicants are required to lodge a copy of public liability cover of \$10 million for any one event and with Gilgandra Shire Council noted as an indemnified party on the insurance certificate.

### d) Street stall/ticket selling:-

- i) These approvals are restricted to charitable and non profit organisations based within the Gilgandra Shire
- ii) No approval fee is required for charitable and non profit organisations.

### e) Busking:-

- i) The form of busking is to be specified with this application (see section 3)
- ii) Permission from the adjacent shop owner must be sought before Council approval (see section 5)

**Note: All applicants should read the Gilgandra Shire Council Street Trading Policy before completing this application form to ensure they meet the policy criteria for their activity. Failure to supply all the required information will result in delays in dealing with the application or refusal of the application.**

**The Street Trading Policy is available at Council's administration office Warren Road Gilgandra or can be downloaded from Council's website.**

*For further enquiries please contact Council's Environmental Services Division on (02) 6817 8800 or email [council@gilgandra.nsw.gov.au](mailto:council@gilgandra.nsw.gov.au)  
Visit us at [www.gilgandra.nsw.gov.au](http://www.gilgandra.nsw.gov.au)*