



APPLICATION FOR PERMIT STREET SAMPLING/ PROMOTIONAL ACTIVITIES/ FUNDRAISING

General Local Law 2018 (No.1)

Email: council@stonnington.vic.gov.au

SECTION 1 - Application & Business Details

Name of Organisation:

Contact Name:

Address:

Email Address:

Phone Numbers:

Mobile:

Is your Organisation:

- Non-Profit? Yes No
- Non-Party Political? Yes No
- Stonnington Based? Yes No
- A Charity listed on the Victorian Public Register of Fundraisers or exempted? Yes No

What business/company/charity are funds from the public appeal to be used (if different from above)?

Please specify:

SECTION 2 - Activity Type

For which event are you requesting permission?

- Tin Shakes
- Intersection Collection (*permission must also be obtained from Victoria Police*)
- Street Appeals/Fundraising (Charitable gifts of money, subscriptions, deduction agreements, raffles etc.)
- Street Stalls (Charitable sales)
- Cake Stalls /Information Stalls
- Promotional Activities
 - Flyer distribution One off promotion Product sampling Membership promotions
 - Store Opening Other (please specify) _____

If selling items, what items will you be selling?

Please specify:

Will you be selling any beauty products, drinks, unpackaged/exposed foods or items requiring heating or refrigeration? Yes No N/A

If YES, permission must be obtained from Council's Health Department prior to making application for a street stalls.

Please specify:

SECTION 3 - Activity Details

Please list the Days, Dates & Hours (tick check box) of the proposed activity/activities:

Note: Permits will be restricted to a 4 hour 'Activity Period' with a total of 10 Activity Period per year.

A single Activity Period is either 9.00 am -1.00pm or 1.00pm – 5.00pm

Day: _____ Date: _____ Hours: 9.00am – 1.00pm 1.00pm – 5.00pm

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*Fundraising will not be approved during the month of December.

Please list the location(s) of the proposed activity:

Note: you must be specific ie: along or out the front of; street & suburb, etc if outside the shopping precincts as below.

Chapel Street shopping Precinct - will be restricted to outside the Prahran Town Hall in Chapel Street, Prahran.

Glenferrie Road shopping Precinct - will be restricted to the intersection Glenferrie Road and Winter Street, Malvern.

1. _____

2. _____

3. _____

4. _____

5. _____

If conducting street sampling, promotional activities or fundraising from a fixed point in front of a business outside the shopping precincts above, the shop/business proprietor's approval must be obtained before submitting the application.

Shop Name: _____

Address: _____

Name of Proprietor: _____

Phone Number: _____

Is the organisation registered under the provisions of the Fundraising Appeals Act 1998? Yes No N/A

If YES, please provide proof of registration. If NO, please specify the Section to the Act under which you claim exemption: _____

Do you have Tax Deductibility Status? Yes No N/A

How many people will be authorised by you for the purposes of the activity?

Note: A maximum of 4 persons may conduct Street Sampling/ Promotional activities/ Fundraising at any one approved location and requires the person/s to carry a copy of the permit issued.

Total No of people involved in fundraising activity: _____

Are the operators required to wear identification or will your operators be wearing a uniform? Yes No N/A

Please specify: _____

Will you be using a trestle/stall/stand or other furniture? Yes No N/A

Note: Pull up banners/ signs are prohibited. Request for furniture or similar will only be considered when the Public Liability Insurance shows Stonnington City Council as an 'interested party'.

Please specify (including Quantity and Dimensions): _____

SECTION 4 - Declaration

CURRENT PUBLIC LIABILITY INSURANCE COVER TO A MINIMUM COVERAGE OF \$10 MILLION MUST BE HELD DURING THE PERIOD OF THE PERMIT

Please Sign the Following:

The applicant named in this application form hereby agrees by signing the form to indemnify and to hold harmless the City of Stonnington, and/or its 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 Street Sampling/ Promotions Permit/Fundraising (if) issued in response to this application and during the period(s) that any further permit renewal applies.

A copy of the organizations Certificate of Currency for current public liability must be attached with this application.

Signature:

Print Name:

Date:

Position:

Note: If the applicant is an incorporated entity, the person signing this form acknowledges that he or she does so with the express authority of the entity.

Please forward completed applications and queries to:

EMAIL: council@stonnington.vic.gov.au

MAIL: City of Stonnington
Attn: Building and Local Law Services
PO Box 58 MALVERN VIC 3144

PHONE: 03 8290 1333

