



# Application for Trading on Council Land

## For business purposes

Please complete all spaces using clearly readable block letters

Section 222 of the Local Government Act 1999 outlines that a person must not use a public road for business purposes without a permit. **“Business purposes” include the use of land even if it is not intended to make a profit.**

In order to meet the requirements of the Local Government Act 1999, Council have introduced a permit and licence system to govern the use of roadside verges by either adjacent businesses or other persons wishing to sell goods. This permit and licence system is not a right, but a privilege, to be granted only where there is no adverse impact on pedestrian and other road users safety and where the amenity of the locality can be preserved. Please complete the form below when applying to use roadside verges for business purposes.

Applicant	
I,	(in block letters please) .....
for and on behalf of:	.....
of	(address) .....
phone	(daytime) ..... (mobile).....
Hereby make application to the Adelaide Hills Council requesting the use of:	
Detail location	..... .....
On date/s (dd/mm/yyyy):	.....
between the hours of	.....am/pm and .....am/pm

Details of proposed activity
<p>Please complete the ‘Activity Summary’ section of this application form and provide Council with a separate layout plan of your activities. Please give full details of your proposed activity, including:</p> <ul style="list-style-type: none"> <li>• Produce/items for sale and how they will be displayed</li> <li>• Address and area/township that you propose to be operating from (attach site map/plan)</li> <li>• Name of person in charge of activity (if different from the applicant)</li> <li>• Details of any vehicle being used as part of the activity (e.g. to display goods), including registration number</li> <li>• Proposed days of business (e.g. weekends only, specific weekdays, public holidays etc)</li> <li>• Proposed times that the activity will be undertaken</li> </ul> <p>In order for Council to consider an application requesting use of the road verge, the following items must be attached to this form:</p> <ul style="list-style-type: none"> <li>• Site map clearly indicating the specific land to be used. Note: street directory maps are only acceptable for mobile vendor applicants. All other applicants are required to submit a detailed site map.</li> <li>• Written approval and full contact details from adjacent land owner/s for your proposed site, where the land is not situated in front of the property on which you reside or operate a business.</li> <li>• Details of any proposed signage to be displayed (dimensions, content etc). If you are to display any signs, please include the location of these on your site plan.</li> </ul>

**Activity Summary**

In the space below, please provide a summary of your proposed activity. Your summary will be used as the basis for the information distributed to relevant Council departments for the purpose of assessing your application. *(If the space provided below is insufficient, please attach a separate page)*

Description of produce/items to be sold: .....

Address, area/township of proposed activity: *(attach site map/plan)* .....

Name of person in charge of activity: .....

Description and registration of vehicles used as part of activities: .....

Date/s of activity (dd/mm/yyyy): .....

Hours of activity: .....am/pm until .....am/pm

Any other relevant details: .....

**The issuing of a permit is subject to the permit holder:**

- Agreeing to the general conditions of the permit as contained herein.
- Agreeing to any special conditions which the Adelaide Hills Council may determine from time to time.
- Agreeing to all directions that the Adelaide Hills Council may determine from time to time.
- Paying the prescribed fees as set out in the general conditions of the permit as contained herein.

I certify that the above information is true and correct and furthermore, in making this application, I acknowledge that I have read, understood and agree to be bound by the permit conditions including payment of any applicable fee.

In making this application for a permit/licence I agree, upon the Adelaide Hills Council issuing a permit to me, to:

- Indemnify the Adelaide Hills Council against any claim for loss, damage or injury however arising from the operation of the roadside trading area; and
- Not claim from the Adelaide Hills Council or any person acting on their behalf, for any loss, damage or injury however arising from any public work on the public place.

Signed: ..... Date: / /