

FOOTPATHS, PUBLIC SPACE AND BUSKING APPLICATION

APPLICANT DETAILS	
Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other - Please specify:
Name/s	
Date of Birth <i>Optional</i>	
Residential Address <i>Include City, State & Postcode</i>	
Postal Address <i>Include City, State & Postcode</i>	
Contact Number	
Email Address	

ORGANISATION DETAILS			
Organisation/Business Name			
Type of Organisation	<input type="checkbox"/> Charity ¹	<input type="checkbox"/> Not-for-profit ²	<input type="checkbox"/> Commercial business
1 If you ticked Charity you will need to provide a copy of your organisation's Charity Certificate			
2 If you ticked Not-for-profit you will need to provide a copy of your organisation's Certificate of Incorporation			

LOCATION OF ACTIVITY			
Where will your activity be held?	<input type="checkbox"/> Dubbo	<input type="checkbox"/> Wellington	
TYPE OF ACTIVITY			
<input type="checkbox"/> Busking	<input type="checkbox"/> Street stall	<input type="checkbox"/> Raffle	<input type="checkbox"/> Information display
<input type="checkbox"/> Mobile ticket selling	<input type="checkbox"/> Community BBQ	<input type="checkbox"/> Commercial use ³	<input type="checkbox"/> Other (please specify below) ⁴
3 Commercial use of Council footpaths and/or public space is only approved in the Church Street Mall location. Fees and charges apply.			
4 If you are holding market activity, please refer to the Market Activity Application Form.			

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BOOKING DETAILS			
	LOCATION ⁵	DATE(S)	TIME(S)
<input type="checkbox"/>	Church Street Mall (including Rotunda), Dubbo Do you require power? ⁶ <input type="checkbox"/> Yes <input type="checkbox"/> No		From To
<input type="checkbox"/>	Myer, Macquarie Street, Dubbo		From To
<input type="checkbox"/>	Dubbo Square, Macquarie Street, Dubbo		From To
<input type="checkbox"/>	88 Macquarie Street, Dubbo		From To
<input type="checkbox"/>	Post Office, Talbragar Street, Dubbo		From To
<input type="checkbox"/>	Snare's Newsagency, Talbragar Street, Dubbo		From To
<input type="checkbox"/>	Tamworth Street Shopping Centre, Dubbo		From To
<input type="checkbox"/>	Coles Car Park, Wellington		From To
<input type="checkbox"/>	Cameron Park, Wellington		From To
<input type="checkbox"/>	CNR Nanima Crescent & Swift Street, Wellington		From To
<input type="checkbox"/>	Other (not listed above) Note: Written approval from shopkeeper must be provided to Council for use of 'other' locations		From To
5 To book these locations you will be required to present current \$20M Public Liability. This does not apply to busking.			
6 Please note that for approved, short-term activities involving the use of the Rotunda or surrounding footpath in the Church Street mall area, power is available, free of charge. If power is requested a key is required to access the power points and is required to be collected from Council's Administration Building two business days prior to the booking. The key is required to be returned at the conclusion of the booking or the following business day.			

APPLICANT SIGNATURE	
Signature	
Print Name	
Date	

PRIVACY NOTE:

Council is bound by the provisions of the Privacy and Personal Information Action 1998, in the collection, storage and utilisation of personal information provided in this form. Accordingly, the personal information will only be utilised for the purposes for which it has been obtained. For further information, please refer to Council's Privacy Management Plan Policy located on Council's website www.dubbo.nsw.gov.au

TERMS AND CONDITIONS

GENERAL

Council permission is granted subject to the following conditions:

- The activity being conducted is permitted only at the area stated within the application;
- The person or persons conducting activity within this approval must carry this with them at all times, producing it upon demand by an authorised Council officer;
- The applicant obtaining the permission of any shopkeeper/s outside whose premises he/she wishes to conduct activity;
- No public disturbance being caused by the level of any noise created by this activity;
- Activity located in the Church Street Mall area must be in close proximity to the front of the Rotunda;
- Activity located at Cameron Park Wellington must be in close proximity to the Cameron Park entrance adjacent to the pedestrian crossing;
- There being no hindrance to the flow of pedestrian traffic;
- The activity being conducted must not prohibit the public from using any permanent tables/chairs in the area;
- In the event that on-street parking is required to facilitate activities associated with the event, then a separate approval is required. Enquiries are to be made with Council's Senior Traffic Engineer, on telephone 6801 4000; and
- Council reserves the right to refuse any application or revoke this approval at any time.

BUSKING

The following condition(s) are also applicable:

- Approval for busking is granted under Section 68 of the Local Government Act
- The performance not causing public disturbance by nature of the level of noise, the language or equipment used, or the act performed.
- Bookings for busking activity cannot be made further than two weeks in advance.

BBQ

The following condition(s) are also applicable:

- 3 metres clear passageway being maintained for pedestrians in the Macquarie Street Beautification locations and 2 metres at other designated locations;
- Food items must be displayed no less than 750mm and protected from contamination, i.e. packaged/covered, sneeze guard.
- Food items transported or stored must be kept no less than 150mm above footpath level and protected from contamination, i.e. packaged, covered.
- No person manufacturing, preparing or storing food for sale in any public place, which is for domestic use or consumption, unless such food for domestic food or consumption complies with the requirements and standards prescribed under the Food Act and Regulations;
- Sufficient garbage bins be available for customers;
- That the area be left clean and tidy following the completion of this activity;

Fat trays and protective mats must be placed under the barbeque to protect the pavers from any spills or stains.

TERMS AND CONDITIONS CONTINUED

MOBILE TICKET SELLING

The following condition(s) are also applicable:

- Mobile ticket selling not being permitted on the tiled area in front of Dubbo Square unless written permission is obtained from the Centre Management.

POWER

Please note that for approved, short-term activities involving the use of the Rotunda or surrounding footpath in the Church Street mall area, power is available, free of charge.

Power points are locked for safety purposes. A key to gain access to the power is available from Council's Administration Building, located on the corner of Church and Darling Street, Dubbo. If power is requested a key will be available to be collected two business days prior to the booking. The key is required to be returned at the conclusion of the booking or the following business day. All cable connections must comply with Work, Health and Safety regulations.

[For further information](#)

Please contact Dubbo Regional Council's Customer Experience Centre on 02 6801 4000.

OFFICE USE ONLY		
Have you view all applicable documents?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has this application been processed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Authority Document Number		
Amount processed on application	\$	
Receipt Number		
Date		
Officer Name		
Officer Signature		