

APPLICATION TO USE FOOTPATHS AND PUBLIC SPACE



APPLICANT DETAILS	
Applicant (Mr/Mrs/Ms/Miss)	
Postal Address	
Email Address	
Contact Number	
Applicant's signature	Date

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"/> Mobile ticket selling	<input type="checkbox"/> Community BBQ	<input type="checkbox"/> Commercial use ¹
<input type="checkbox"/> Information display		
<input type="checkbox"/> Other (please specify) ²		
<p>1 Commercial use of Council footpaths and/or public space is only approved in the Church Street Mall location.</p> <p>2 If you are holding market activity, please refer to the Market Activity Application Form.</p>		

BOOKING DETAILS			
b	LOCATION ³	DATE(S)	TIME(S)
	Coles Car Park, Wellington		From to
	Church Street Mall (including Rotunda), Dubbo		From to
	Myer, Macquarie Street, Dubbo		From to
	Dubbo Square, Macquarie Street, Dubbo		From to
	88 Macquarie Street, Dubbo (Old Commonwealth Bank site next to Priceline)		From to
	Post Office, Talbragar Street, Dubbo		From to
	Snare's Newsagency, Talbragar Street, Dubbo		From to
	Tamworth Street Shopping Centre, Dubbo		From to
	Other (not listed above) Note: Written approval from shopkeeper must be provided to Council for use of 'other' locations		From to
<p>3 To book these locations you will be required to present current \$20M Public Liability. This does not apply to busking.</p>			

ORGANISATION DETAILS			
Organisation/Business			
Type of organisation	<input type="checkbox"/> Charity ⁴	<input type="checkbox"/> Not-for-profit ⁵	<input type="checkbox"/> Commercial business
4 If you ticked Charity you will need to provide a copy of your organisation's Charity Certificate			
5 If you ticked Not-for-profit you will need to provide a copy of your organisation's Certificate of Incorporation			

FEE SCHEDULE 2019/2020	
Use of footpath or public space – Charity or Not-for-Profit	No fee
COMMERCIAL USE	
Church Street Mall (including Rotunda) use up to 7 hours	\$464

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;
- There being no hindrance to the flow of pedestrian traffic;
- 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, Dennis Valantine, on telephone 6801 4000; and
- Council's Director Planning and Environment reserving 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.

MOBILE TICKET SELLING

The following condition(s) are also applicable:

- Mobile ticket selling being limited to the Central Business District (Macquarie Street);
- Mobile ticket selling not being permitted on the tiled area in front of Dubbo Square unless written permission is obtained from the Centre Management.

TERMS AND CONDITIONS CONTINUED

BBQ

The following condition(s) are also applicable:

- Restricted to charitable and non-profit organisations only based within the Dubbo Regional Council Local Government Area;
- 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 kept at a height no less than 750 mm above footpath level;
- 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.

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.

Powerpoints which are locked for safety purposes are located inside the Rotunda structure at the base of the railing. 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. All cable connections must comply with Work, Health and Safety regulations.

For further information

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

OFFICE USE ONLY		
Have you viewed 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 No		
Date		
Cashier Name		
Cashier Signature		