



Application Form Kerbside Trading

To: Local Laws Department
Frankston City Council
PO Box 490
Frankston 3199

Civic Centre
Corner Young and Davey Streets Frankston
Phone: (03) 9784 1917
Fax: (03) 9784 1981

APPLICANT DETAILS

Name:

Business Name:

Postal Address:

Phone: Bus.: Mob.: Fax:

Email Address:

I hereby apply to undertake Kerbside Trading as specified below. I accept that I will be liable for compliance with the Kerbside Trading Guidelines or requirements of any other Authorities applicable to this property. I undertake to indemnify Frankston City Council from any and all claims and actions arising from the information supplied relevant to this application.

Date: Applicant Signature:

KERBSIDE TRADING DETAILS

PLEASE NOTE : Only one form of Kerbside Trading is Permitted for each business.

Please read attached Guidelines.

Business Address:

Outdoor Dining:

Number of Chairs: Number of Tables:

Number of Planter Boxes: Number of Screens:

Number of Umbrellas: Number of Gas Heaters:

Movable Advertising Signs (A-frame): Yes No Display of Goods: 1 2

Further Information
Frankston City Council reserves the right to recover compensation for loss or damage caused by interference or damage to its assets.

FEES

An Application Fee Of \$50.00 is required with each application. This Fee Is Not Refundable.

However, It Will Be Deducted From The Annual Permit Fee If Application Is Successful.

Please Allow 5 Working Days For Processing Of This Permit Application.

Outdoor Dining: Tables - \$25.00 per table per annum Chairs - \$10.00 per chair per annum

Minimum Charge - \$100.00 per application per annum

Portable Gas Heaters - \$60.00 per heater per annum Display of Goods - \$140.00 per unit per annum

Advertising Signage (Movable) - \$130.00 per annum



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CONDITIONS

To apply for a permit, the applicant must:

- Complete and sign the Kerbside Trading application form;
- Provide a site plan of existing conditions at a scale of 1:100, or a full colour photograph that clearly shows:
 - The width of the frontage and of the footpath from front of kerb to the nearest property boundary of the applicant's business;
 - Location of building lines and type of abutting uses;
 - Location of existing trees, light poles, signs, existing street furniture, pit, fire hydrants, car parking, bus stops, and other infrastructure on the footpath;
- Provide a site plan of proposed footpath activity at a scale of 1:100 that shows the area and layout of the proposed footpath activity, including the proposed location of chairs, tables, screens, awnings, heaters, umbrellas, or planter boxes;
- Provide details of any locking devices to be used;
- Provide details of proposed furniture, including colour photographs or detailed design drawings of proposed furniture and any means by which they may be proposed to be secured;
- Provide details of any proposed advertising, including a colour photograph of detailed design drawings of any proposed advertisement and a clear indication of its size;
- Provide details, of the hours of operation of the business to which the Kerbside Trading activity relates and the hours of operation proposed for the Kerbside Trading activity;
- If the premises is currently licensed to serve alcohol, whether it is proposed to be served in the proposed Outdoor Dining facility;
- Provide details of any planning permit issued for the use and development of the land and confirmation of the need or otherwise for a planning permit for the proposed footpath trading activity;
- Provide a copy of the applicant's Certificate of Currency for public liability insurance to the value of \$10M. This policy must show that Frankston City Council is indemnified against any liability arising from the activity subject of the Permit applied for;
- Forward the prescribed application and usage fees (payable to Frankston City Council) and the application form, together with the above information and fee to Frankston City Council

NOTE: More information is available in the Kerbside Guidelines, which can be obtained from Council offices or website.




ENFORCEMENT

When a person engages in activities without a current permit, breaches or fails to comply with a condition of a permit or fails to comply with the direction of an Authorised Officer, that person is guilty of an offence. An infringement notice carries a penalty of \$200.00 and a Court may impose a maximum penalty of \$400.00 for a first offence and up to \$2000.00 for a second offence.

Privacy Statement

The personal information requested on this form is being collected by Council for the Kerbside Trading permit application. This information will be used solely by Council for that primary purpose or directly related purposes and will not otherwise be disclosed without your consent or as required or permitted by law. You may apply to Council for access and/or amendment of the information.

Office Use Only

-  **In Person** (cash, cheque, EFTPOS)
Civic Centre, Davey Street, Frankston.
Seaford Shop, 120 Nepean Highway, Seaford.
Langwarrin Shop, Shop 6, Gateway Shopping Centre.
-  **By Mail** Send this Application Form with a not negotiable cheque or money order. (DO NOT SEND CASH)
-  **By Phone** **Fax application to (03) 9784 1091** for phone credit card payments (Mon to Fri 8:20am-5:00pm)

Name:			
Address:			
A-Frame:	LLP/	////FPAFRM	Amt: \$ 50.00
Outdoor Dining:	LLP/	////FPOUTD	Amt: \$ 50.00
Display Goods:	LLP/	////FPDISP	Amt: \$ 50.00
Portable Heater:	LLP/	////FPHEAT	Amt: \$ 50.00