

Application for: Kerbside Trading Permit



Advertising (A-Frame sign), Display of Goods, Outdoor Dining

opportunity » growth » lifestyle

HOW TO COMPLETE THIS FORM

1. Read the 'Kerbside Trading Guidelines' before completing this form
2. Fill out all fields correctly using block letters
3. Complete the supporting documentation checklist; and
4. Ensure all supporting documentation is submitted to Council with the completed application form
5. Refer to the 'How to Apply' section for further information.

Please note: The application will not be processed unless all details are completed and all required supporting documentation has been provided.

PLEASE ALLOW TEN (10) WORKING DAYS FOR PROCESSING OF THIS PERMIT APPLICATION

SECTION 1: APPLICANT DETAILS

Supplier details - this section must be completed by the Supplier

Applicant Surname

Applicant Given Name

Applicant Contact No.

Applicant Email Address

Business Trading Name

Business Contact No.

Business Address

Suburb

State

Post Code

Postal Address

Suburb

State

Post Code

SECTION 2: ITEM DETAILS

(1) Please specify the area in square metres that the permit is required for:

Area (Square Metres)

(2) Is the premises licensed to serve alcohol?

Yes

No

SECTION 3: PERMIT FEES – All fees are non-refundable

Application Fee	\$120.00
Kerbside Trading Licensed	\$350.00 per square metre
Kerbside Trading Non-Licensed	\$250.00 per square metre

SECTION 4: SUPPORTING DOCUMENTATION CHECKLIST

The following documentation must be provided to Frankston City Council at the time of application. Applications received without the required documentation will not be processed.

- Certificate of Currency (Public Liability Insurance)**
*Cover must be current for the date/s requested to conduct the activity and show cover to the value of or greater than \$10 million. A copy of PLI must be provided to Council annually
- Site Plan 1:100**
*Demonstrating existing conditions, or a full colour photograph clearly outlining:
- Width of the business frontage and width of the footpath from front of kerb to the front property boundary
- Location of building lines and type of abutting uses
- Location of existing trees, light poles, signs, existing street furniture, pits, fire hydrants, car parking, bus stops and other infrastructure on the footpath
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SECTION 5: STATEMENT OF ACCEPTANCE

This section must be completed by all applicants.

I declare that the information I have provided is true and correct. I have read, understood and agree to Frankston City Council's Kerbside Trading Guidelines and wish to apply for the selected permit to use in accordance with these terms. I will ensure that the permit is not sold, transferred or assigned to another party and will be solely used for the purposes as stated. I agree to return the permit if my eligibility changes. I acknowledge any information found to be false in support of this application will result in my permit being cancelled.

Applicants Name

Applicants Signature

Date

Frankston City Council is committed to protecting your privacy. The personal information you provide on this application is being collected by Frankston City Council for the primary purpose of assessing your eligibility for the selected permit. We may also need to contact you from time to time for directly related purposes. Your personal information will not be disclosed to any external party without your consent, unless required or authorised by law. Failure to provide the information required means your application will not be processed. If you wish to gain access to, or alter any information you have applied to Frankston City Council whilst completing this application, please contact Council on 1300 322 322.

HOW TO APPLY

Please detach the completed application form and return with the required supporting documentation to Council via one of the methods below.

Please ensure you keep the 'Conditions of Issue and Use' information for your reference.

In Person	Civic Centre 30 Davey Street Frankston VIC 3199	Seaford Community Centre Shop 1, 6 Broughton St Seaford, VIC 3198	Langwarrin Service Centre Shop 6, Gateway Shopping Centre Langwarrin, VIC 3190	Carrum Downs Library Lyrebird Drive Carrum Downs, Vic
By Mail	Frankston City Council PO BOX 490 Frankston VIC 3199			

By Email Please email the completed application form to: info@frankston.vic.gov.au

OFFICE USE ONLY

Payee Name:

TOTAL \$

Address:

Account Code: LC