



LOCAL LAWS

APPLICATION FOR TEMPORARY STREET CLOSURE

Collection Notice

We will handle any personal information you have provided in this form in accordance with the *Privacy and Data Protection Act 2014*. Our privacy policy contains information about how you may access your personal information and seek correction of such information; as well as how to complain about a breach of the Australian Privacy Principles and how we will deal with such a complaint. For more information, please see our Privacy Policy or contact our team on (03) 5391 4444. Your personal information will not be disclosed to any other party unless Council is required to do so by law, has gained your consent to do so or an information privacy principle exemption applies.

Fields marked with a red asterisk (*) must be filled out.

Business / Organisation Details:

Applicant Name*:

Organisation:

Organisation / Applicant Postal Address*:

Contact Name*:

Phone*:

Apply for a permit to*:

Temporarily close a street for a public function

Temporarily close a street for a private function

Temporarily close a street for a market, fete or festival

Event Details*:

Type of Event:

Location:

Time and Date of Event*:

| Start Date | End Date | Start Time | Finish Time |
|------------|----------|------------|-------------|
| | | | |

Details of Affected Area*

Street/Road Name*:



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Between:

Side Streets or Access Roads Affected:

Public Liability Insurance *

Please attach a copy of your Certificate of Currency

Statement by Applicant*

By signing this form, I warrant that the information set out above is true and correct.

Signature*:

Name printed*:

Date*:

On behalf of

Organisation/Club

Application Checklist

Please attach the following documents in support of this application:

Public Liability Insurance (A copy of your Certificate of Currency **MUST** be attached)

A Risk Management plan (Risk Management Plan form on website)

A Traffic Management Plan (Contact Local Laws Officer or Customer Service for more information)

Office Use Only

Date Received:

Receipt Number:

Local Laws Officer Comments:

Recommendation:

Grant Permit

Refuse Permit

Date:

Authorised Officer: