

Hindmarsh Shire Council requires all persons who intend to trade in goods (other than food) or motor vehicles within any street, vacant land, land which they do not ordinarily occupy or a public place, to apply for a Street Trader permit. A Street Trader permit is required to legally deal in goods for profit. This requirement helps to ensure public safety, to manage public spaces effectively and maintain a fair and orderly environment for businesses and the community. Permits allow Council to regulate various activities including roadside trading, outdoor dining and the placement of items on footpaths, ensuring they do not obstruct pedestrian or vehicle traffic, or create hazards. Through the Permit Application process, Council can ensure that street trading is appropriate, safe and managed in accordance with Local Laws and other relevant legislation.

What you must do:

Lodge an Application for a Street Trader Permit with Council. The application must include:

- A completed Application Form (this form)
- A Certificate of Currency of a Public Liability Insurance Policy with a minimum cover of \$20 million. The Certificate can be obtained by contacting your insurance provider and must be renewed annually and cover all proposed footpath activity. Please note a tax invoice, a schedule of insurance or any other similar document is not a Certificate of Currency.
- Risk Management Plan (as detailed below in the Application Checklist)

Pay the lodgement fee of \$52.00:

(N/A for non-for-profit organisations)

- A lodgement fee of \$52.00 will be invoiced to the permit applicant at the time the application is registered with Council (usually within one week of lodgement). Payment of the fee is required prior to the issuing/receipt of the Permit.

Note:

Permit holder(s) will be responsible for the currency of their Public Liability Insurance for the duration of the Permit. Failure keep current Public Liability Insurance instantly renders the Permit as invalid.

Council may request evidence of your Public Liability Insurance at any time during the Permit period.

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

Applicant Details*:

Business/Organisation/Individual Name:

Business/Organisation/Individual Address:

Contact Person Name:

Phone Number:

Email:

Apply for a permit to*: Please tick relevant box(es)

☐	Sell items for profit in a public place
☐	Conduct door to door sales
☐	Sell items for profit on vacant land or land not ordinarily occupied by the applicant

Trading Details*:

Goods to be sold: (excludes food products):

Trading Particulars*

Day	Date(s) from/to	Start Time	Finish Time

Desired Trading Location(s) include:

Jaypex Park Nhill, Dimboola Recreation Reserve Dimboola, Jeparit Waterfront Precinct Jeparit, Federal Street Rainbow.

Note: where trading activity is conducted in conjunction with an event, the location can be described as the event location.

For other locations, dates and times, please specify below:

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The Applicant must obtain the approval of the owner/occupier of any premises from which you wish to conduct activity.

Premises owner/occupier to complete*:

I/We here give permission for the Applicant detailed above to undertake collection activities in front of the premises listed below:

Owner/occupier signature*:

Owner/occupier Name:

Date:

Business Name:

Business Address:

Collection Notice

We will handle any personal information you have provided in this form in accordance with the *Privacy and Data Protection Act 2014*. Your information will be stored in Council's Records Management System and used to identify you when communicating with Council and for the delivery of services and information. 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 principal exemption applies.

Statement of Indemnity

The applicant or authorised representative, in signing this application form, agrees to comply with permit conditions & guidelines and to indemnify Hindmarsh Shire Council (Council) from and against any loss, damage or expense (including legal costs) arising from any claim, demand, action, suit or proceeding that may be brought by any person against the Council in respect of the death or injury of any person or the loss or damage to any property, where such death, injury, loss or damage arises out of or in connection with the owner's actions on any land owned or managed by the Council and is caused by the negligent act or omission of the owner or the owner's employee, agent, contractor or client. Provided that the owner shall not be liable for any liability or loss to the extent that such loss or damage is caused by the error, omissions or actions of the Council. Where

negligence is found to have been contributory, each party shall bear full responsibility in accordance with the party's fault.

Statement by Applicant*

By signing this form, I/We the undersigned have read and understood the above conditions and indemnify Council against all actions resulting from the sale of goods.

Signature*:

Name printed:

Date:

On behalf of Organisation/Club:

Application Checklist

Please attach the following documents in support of this application:

A copy of Certificate of Currency for Public Liability Insurance

Risk Management Plan

Submitting your permit application:

Please return this completed application form and required documentation by:

- **Email:** to info@hindmarsh.vic.gov.au
- **Post:** PO Box 250, NHILL VIC 3418
- **In-person:** at your closest Hindmarsh Shire Council Customer Service Centre

Note:

For Traders intending to sell food and drink in addition to goods as detailed above, it will be necessary to be registered with Council through FoodTrader. Visit <https://foodtrader.vic.gov.au/>.