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APPLICATION FOR DISPLAY MATERIAL ON COUNCIL FOOTPATHS

Approval is required to display merchandise or other articles on Council's footpaths. Refer to the ***"Controls and Guidelines for Display Material on Council Footpaths"*** (available on Council's website www.strathfield.nsw.gov.au) when completing this application.

- All sections of this form must be completed. Incomplete or illegible information may lead to delays or refusal.
- You must attach a site plan which clearly specifies where you intend to place merchandise or articles on the footpath.
- Payment of the application fee and annual fees and charges must be paid prior to using Council footpaths.
- There may be a line marking fee associated with individual applications.
(Subject to type of approval required).

1 BUSINESS AND APPLICANT DETAILS

Business Name

Business Address

ABN

Contact Name

Business Phone

Mobile

Email Address

Signature

Date

2 DESCRIPTION DETAILS

Location and description of proposed item/s

3 SITE PLAN

- Have you clearly described the proposal? Yes No
- Does the proposal fall within the relevant exempt development criteria? Yes No
- Have you provided a fully dimensional site plan drawn to a scale of 1:100 showing location and area of proposed material, the width of footpath, display, the north point and the name/s of the public road to which the site adjoins? Yes No
- Do the elevations show the correct height of materials and/or articles in relation to premises floor and footpath levels? Yes No
- Have you provided a fully dimensional general plan, elevations and sections of the material to be displayed on the footpath together with the front elevations of the premises? Yes No N/A
- In the case of an open shop front, have you demonstrated how unimpeded access can be provided to the shop? Yes No N/A
- Does this relate to a development application, if so provide information (DA number and notice of determination) Yes No N/A

4 APPLICANT CHECKLIST

- Complete all required sections of this form.
- Attach copy of \$20,000,000 (twenty million dollars) public liability insurance policy and sign the indemnity and insurance declaration with Strathfield Council noted as an interested party.
- Attach site plan and any additional information needed to assess this application.
- Application Fee of \$150 to be paid prior to assessment.

5 Applicant Sign-off

All information supplied on this application is true and correct. I have read and I understand the terms and conditions of hire and will abide by these conditions. In consideration of the request for issue of this Permit, the applicant must:

1. **READ and UNDERSTAND** the '**Controls and Guidelines for Display Material on Council Footpaths**' and **AGREE** that all regulations and conditions will be complied with.
2. **AGREE** that the issue of this Permit by Strathfield Municipal Council is on the understanding that I/we undertake to observe the provisions of all relevant legislation, and such conditions will be observed at all times.
3. **AGREE** to observe all specific conditions required/advised by Council.

Privacy Statement: Strathfield Municipal Council (the 'Council') manages privacy and personal information in accordance with relevant legislation and Council's Privacy Management Plan. Information on how Council handles your personal information is explained in Council's Privacy Management Plan. Council collects and stores personal information from this application for the use of Council footpaths to display merchandise. You accept the provision of personal information is voluntary but failing to provide all or part of the sought after information may mean Council may not process your application. Information provided by you may be accessed by government agencies and members of the public in accordance with relevant legislation. Council is to be regarded as the agency that holds the information. Under the *Privacy and Personal Information Protection Act 1998* and the *Government Information (Public Access) Act 2009* you can apply to access records of personal information Council holds about you, and then apply to amend or correct personal information. You can access your personal information by writing to Council's Privacy Contact Officer at PO Box 120, Strathfield NSW 2135. You can view Council's Privacy Management Plan by visiting www.strathfield.nsw.gov.au/page/council/privacy-management/

Signature

Date

INDEMNITY & INSURANCE DECLARATION

This indemnity form must be completed and signed before a permit can be issued.

Name of applicant _____

(referred to hereafter as the Permit Holder) holds Strathfield Council (referred to hereafter as the Council) harmless, and releases and indemnifies and keeps released and indemnified the Council from and against all actions, suits, claims, demands, costs, charges and expenses for which Council, its servants, agents or employees may be held liable in respect of any loss, damage, accident or injury of whatsoever nature or kind and however sustained or occasioned and whether to property or persons in connection with the use of the public area referred to in this Application and any work connected therewith pursuant to this permit but excluding such liability arising from any negligent act, default or omission, on the part of Council, its servants, agents or employees.

Business name and address _____

INSURANCE DETAILS

Permits will not be issued unless you have public liability insurance for the area you want to use with Strathfield Council noted as an interested party.

Please complete this form giving details of your public liability insurance cover.

I HEREBY DECLARE that the Permit Holder is insured for legal liability to the public in respect of personal injury and property damage for a limit of indemnity of not less than \$20,000,000 (\$20 million dollars).

Name of insurance company _____

Public liability policy number _____

Period of insurance (date) _____

Limit of indemnity _____

Declarant _____
(Please print full name)

Signature _____

Date _____

Note: Council will charge an annual rental fee based on the area (m²) to be occupied for the display of material on Council footpaths. For this purpose, Council has adopted a list of Annual Fees and Charges, which will be used to calculate the charge applicable according to the m². Failure to comply with all of the conditions may lead to approval being withdrawn at any time.

COUNCIL USE ONLY

Has all information to this application been provided?

Application Fee paid?

Ready for lodgement

Duration of approval

Is there any additional information is required?

Yes	No	
Yes	No	
Yes	No	
1 year <input type="checkbox"/>	3 years <input type="checkbox"/>	5 years <input type="checkbox"/>

Signed: _____ Date: _____

Print name: _____