

## APPLICATION FOR OUTDOOR DINING PERMIT

### OFFICE USE ONLY

Permit No:		Receipt No:	
Property No:		Date:	
Fee:		Paid:	
Approval Duration	1 year <input type="checkbox"/>	3 years <input type="checkbox"/>	5 years <input type="checkbox"/>

### Conditions

- This form is used to apply for a permit for outdoor dining areas on Council footpaths.
- Please refer to Council's **'Controls and Guidelines for Outdoor Dining Areas'**, when completing this application.
- If the application is approved, you will be asked to sign a lease agreement with Council for use of the outdoor area.

### 1 Applicant name, address and contact details

Full name (no initials) or Company

Address

Property Address

Phone (business)

Mobile

Facsimile

Contact person

Email address

### 2 Business Information and contact details

Business Name

Business Address

Telephone

ABN

### 3 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 outdoor dining purposes. 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/](http://www.strathfield.nsw.gov.au/page/council/privacy-management/)

**4 Details of Permit Request (please provide details of type of outdoor dining proposed)**

a Size of area:  
Length (m<sup>2</sup>):  Width (m<sup>2</sup>):  Total (m<sup>2</sup>):

b Seats and tables:  
Seats inside:  Seats outside:  Tables inside:  Tables outside:

c Accurate location sketch and photographs (please attach to this application)

d Details of any prior consent

e Proposed commencement date of agreement:

**5 Checklist**

Please tick the appropriate response		Yes	No	N/A
1.	Do you have development consent for operation of a restaurant that the outdoor dining area will adjoin?  If yes please provide development application number: _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2.	Have you read and understood Council's <b>'Control and Guidelines for Outdoor Dining Areas'</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3.	Have you discussed the proposal with Council staff?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4.	Have you provided fully dimensional site plans, drawn to a scale of 1:100 showing a floor plan of all tables, chairs, equipment and fittings to be placed on Council's footpath in conjunction with the proposed outdoor dining area (as outlined in Council's Control and Guideline for outdoor dining)?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5.	Have you attached a statement which includes: <ul style="list-style-type: none"><li>• The hours of operation;</li><li>• Whether the premises is licensed to serve alcohol and whether it is proposed to be served within the outdoor dining area; and</li><li>• Details of the colour, type and material of proposed furniture items.</li></ul>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6.	Is amplified music or entertainment detailed in the application? If yes, add details:  _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7.	In the case of an open shop front, have you demonstrated how can be provided to the premises?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8.	Have you kept a copy of the application form?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**6 Applicant Sign-off**

I have read and understood the application and operation conditions for this permit and agree to comply with these for the duration of the permit.

I acknowledge that I am required to pay my rent in advance.

I acknowledge that the approval for outdoor dining area will automatically lapse if I fail to meet any of my obligations.

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 \_\_\_\_\_

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 (m<sup>2</sup>) 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 m<sup>2</sup>. 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?

Yes	No
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Application Fee paid?

Yes	No
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Ready for lodgement

Yes	No
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Is there any additional information is required?

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Print name: \_\_\_\_\_