

# Balonne Shire Council

118 Victoria Street, St George  
PO Box 201,  
St George QLD 4487



Telephone 07 4620 8888 Facsimile 07 4620 8889  
Email [council@balonne.qld.gov.au](mailto:council@balonne.qld.gov.au)  
Website [www.balonne.qld.gov.au](http://www.balonne.qld.gov.au)

Local Government  
Act 1993

Local Law No. 20  
(Commercial Use of  
Roads)

## Footpath Usage or Obstruction

### Application for Permit to Use Footpath

Contact Council if you have any specific enquiries regarding fees or how to complete this form. Type or print clearly and select boxes where applicable. Enter "n/a" if the question does not apply.

### Application is for

Footpath Usage or Obstruction Permit      Fee \_\_\_\_\_

### Applicant/s details

Title    Mr     Mrs     Ms     Miss     Other (specify)

Family name

Given names

Position

I hereby indemnify the Council against all claims made in relation to actions in using the footpath, and I have a policy of public liability for which details are provided.

Signature \_\_\_\_\_ Date  /  /

Title    Mr     Mrs     Ms     Miss     Other (specify)

Family name

Given names

Position

I hereby indemnify the Council against all claims made in relation to actions in using the footpath, and I have a policy of public liability for which details are provided.

Signature \_\_\_\_\_ Date  /  /

Select as applicable.

### Contact details

Business     Private

Contact person

Postal address

Locality / Suburb

State

Postcode

Contact ph.

Mobile

Contact fax

Email \_\_\_\_\_

### Business details

Business name must be  
registered with the Office  
of Fair Trading.  
If applicant is a company,  
insert company name and  
ACN / ARBN.

Business name \_\_\_\_\_ BN

Company name \_\_\_\_\_ ACN / ARBN

Street address

Locality / Suburb

State

Postcode

<b>Enter postal address if different from street address.</b>	Postal address		
	Locality / Suburb		
	State <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		Postcode <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	Contact ph. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Mobile <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
	Contact fax <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Email	
<b>Real property description – refer to Rates Notice.</b>	Lot no.	Reg. plan no.	Parish
<b>Select as applicable.</b>	Status of applicant/s <input type="checkbox"/> Owner of premises <input type="checkbox"/> Occupier of premises		
<b>E.g. displaying stock, placing structures or material on footpath, fundraising, obstruction of footpath whilst undertaking works. If a retail stall / fundraising, please advise products for sale.</b>	Proposed use of footpath		
	<div style="border: 1px solid black; height: 40px; width: 100%;"></div>		
	Hours of operation From _____ <input type="checkbox"/> am <input type="checkbox"/> pm To _____ <input type="checkbox"/> am <input type="checkbox"/> pm		
	Is a car park space required? <input type="checkbox"/> No <input type="checkbox"/> Yes		
	Registration no. of vehicle _____		

<b>A copy of a Public Liability Insurance Policy, to the minimum \$ value required by Council, must accompany applications. The policy shall name the insured as 'the applicant for the Permit and the Council'.</b>	<b>Public liability insurance</b>	
	Name of insurance company	
	Name of insured	
	Policy no.	Amount of cover \$
	Policy expiry date <input type="checkbox"/> <input type="checkbox"/> / <input type="checkbox"/> <input type="checkbox"/> / <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

	<b>Lodgement</b>
	Please attach the following:
	1. A site plan (see diagram) that clearly identifies the following: <ul style="list-style-type: none"> <li>the width of the footpath outside your business;</li> <li>the type of obstructions that are presently on the footpath outside your business (power pole, street bin, parking meter, etc.);</li> <li>the preferred location of each item for which a permit is sought: <ul style="list-style-type: none"> <li>Display table.....m<sup>2</sup> each;</li> <li>Display stand.....m<sup>2</sup> each; and</li> </ul> </li> <li>the clearance distance to the kerb and shop frontage etc. when items are placed in your preferred locations.</li> </ul>
	ROAD
	KERB
	<div style="border: 1px solid black; padding: 10px; width: 100%;"> <div style="display: flex; justify-content: space-between;"> <span>FOOTPATH ↙</span> <span>FOOTPATH ↘</span> </div> <div style="text-align: center; margin-top: 20px;"> <p>YOUR BUSINESS PREMISES</p> </div> </div>

	2. A copy of your Public Liability Insurance Policy to the minimum \$ value required by Council. The public liability must indemnify the Council, in the prescribed form and manner, against all public liability claims arising from the operation of this business.
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**Please note: This application and fee MUST be lodged with your Council.**

**Office use only**

Application fee		Reg. no.	
Receipt code		ID no.	
Authorised officer		Inspection date	
Recommendation			
			Rec. no.
Date	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Account property no.	