



CAIRNS REGIONAL COUNCIL
General Terms and Conditions of Approval
to Conduct Activities in a Council Park,
Reserve or Foreshore

Enquiries To:

Cairns Regional Council
Sport Recreation & Community
Development
PO Box 359
CAIRNS QLD 4870

Phone: (07) 4044 3044

Facsimile: (07) 4044 3830

1. Insurance: As a requirement of your approval Council may request: (a) The Hirer/ Approval holder will at its own expense insure and keep insured in the name of the Hirer with the Cairns Regional Council, the Minister Administering the Land Act 1994 and The State of Queensland noted as an interested party for an amount of not less than Twenty Million Dollars (\$20,000,000.00) against public liability in the form of a standard public liability policy. (b) The Hirer/ Approval holder shall produce to Council prior to the date required evidence of the Insurance Policy affected by the Hirer/ Approval holder under clause (a).
2. Confirmation of booking: Should any fees or charges be applicable to this application, a commercial applicant must firstly have an account with Council (please contact Business Planning, Administration & Support for further information) and after an account is established, a tax invoice for the relevant fees or charges shall be forwarded to the applicant. For non-commercial applicants, a payment form will be issued upon receipt of an application form. Payment of any fees or charges applicable to this application will be due within 14 days of issue of payment form or prior to the event, whichever occurs first. **Please Note - Confirmation of a booking and subsequent letter of approval will not occur until payment has been made.**
3. Specific Terms and Conditions applicable to the approval of any booking shall be attached to the letter of approval sent to the applicant upon approval of this booking.
4. The approval holder is to ensure that the use or activity authorised under the approval does not cause a nuisance.
5. The approval holder is to take specific measures to protect the safety of persons who may be involved in, or affected by, the use or activity authorised under the approval.
6. The approval holder is required to remove any rubbish created by the use or activity, and to ensure that the area used is kept in the same condition as before the use or activity commenced.
7. Where the Council incurs costs or expenses in rectifying any damage caused or contributed to by the approval holder or by the conduct of the approved use or activity, the approval holder will pay the amount of those costs or expenses to the Council.
8. The approval holder will use the venue for the use/activity stated on the approval and for no other use/activity.
9. The use or activity authorised under the approval is restricted to the specified days and times.
10. The approval holder will ensure that no glass or glass receptacles will be used at the venue on the date required.
11. All electrical cords, fittings, switches and other electrical equipment must comply with the appropriate Australian Standards and display a current electrical test tag.
12. The approval holder is responsible for the security of the venue and the security and safety of any property of Council in or around the venue.
13. The approval holder will observe, perform and fulfil all the requirements of Council's Policies and Local Laws not limited to but including noise and waste.
14. The approval holder is to carry the approval during the use or activities and is to produce the approval for inspection on demand by an authorised person.
15. The approval holder is required to obtain any other necessary approval, lease, licence or permit under any other Local Law, Act or Regulations that is required for the use or activities.
16. Council reserves the right to terminate the event, either before or during the event, if the approval holder is in breach of the terms of this approval.
17. Council reserves the right to cancel any park, reserve or foreshore booking at any time for any reason including safety aspects of the location. If a cancellation occurs, Council will endeavour to inform the approval holder and a refund of any fees paid may be negotiated with Council.