

# Cook Shire Council

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**Local Government Act 1993**

**Local Law 12 (Parks and Reserves)**

## Activities on Parks and Reserves

### Application for Approval for Activities in Council Parks and Reserves

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

Approval for activities on Parks and Reserves Fee \_\_\_\_\_

#### Applicant/s details

Title Mr  Mrs  Ms  Miss  Other (specify)

Family name \_\_\_\_\_

Given names \_\_\_\_\_

Position \_\_\_\_\_

Title Mr  Mrs  Ms  Miss  Other (specify)

Family name \_\_\_\_\_

Given names \_\_\_\_\_

Position \_\_\_\_\_

#### Terms and conditions

1. The area is to be left in a clean and tidy state.
2. No alcohol in park area (unless otherwise approved).
3. No glass receptacles are to be used.
4. Council is to be indemnified against any claim which may arise as a result of this activity.
5. All food preparation and distribution to comply with Health Service requirements.
6. All electrical cords, fittings, switching, etc. are to be in accordance with the appropriate Australian Standards.
7. Provide adequate controlled access for pedestrians where applicable.
8. If necessary, keys are to be collected from the front counter of Council's office.
9. Driving speeds in excess of 10kph are not permitted.

I / We have read and agree to abide by Council's conditions.

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

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

Select as applicable.

#### Contact details

Business  Private

Contact person \_\_\_\_\_

Postal address \_\_\_\_\_

Locality / Suburb \_\_\_\_\_ State  Postcode

Contact ph.

Mobile

Contact fax

Email \_\_\_\_\_

<p><b>Business name must be registered with the Office of Fair Trading. If applicant is a company, insert company name and ACN / ARBN.</b></p> <p><b>Enter postal address if different from street address.</b></p> <p><b>Real property description – refer to Rates Notice.</b></p>	<b>Business details</b>		
	Business name	BN	<input type="text"/>
	Company name	ACN / ARBN	<input type="text"/>
	Street address		
	Locality / Suburb		
	State	<input type="text"/>	Postcode <input type="text"/>
	Postal address		
	Locality / Suburb		
	State	<input type="text"/>	Postcode <input type="text"/>
	Contact ph.	<input type="text"/>	Mobile <input type="text"/>
Contact fax	<input type="text"/>	Email <input type="text"/>	
Lot no.	Reg. plan no.	Parish	

<b>Activity details</b>		
Name of park		
Type of activity or function		
Date	<input type="text"/>	Time From <input type="text"/>
		<input type="checkbox"/> am <input type="checkbox"/> pm
Duration	<input type="text"/>	To <input type="checkbox"/> am <input type="checkbox"/> pm
No. persons attending (approx.)		
Name and contact details of organiser (if applicable)		
Contact ph. <input type="text"/>		
Contact fax	<input type="text"/>	Mobile <input type="text"/>
		Email <input type="text"/>

<p><b>A copy of a Public Liability Insurance Policy, to the minimum \$10,000,000 value required by Council, must accompany applications. The policy shall name the insured as the applicant for the Permit and the Council'.</b></p>	<b>Public liability insurance</b>	
	Name of insurance company	
	Name of insured	
	Policy no.	Amount of cover \$
	Policy expiry date	<input type="text"/>

<b>Lodgement</b>	
Please attach the following:	
1.	A copy of your Public Liability Insurance Policy to the minimum \$10,000,000 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.
2.	A certified copy (or other evidence of approval) of any other registration, licence or permit required under any other law, as part of the occupation or use of Council Parks and Reserves.
<b>Please note: This application and fee MUST be lodged with your Council.</b>	

## Privacy Statement

You are providing personal information which will be used only for the purpose of delivering services and carrying out Council activities or business specific to your enquiry, request, or application. Your personal information is defined, and handled in accordance with the *Information Privacy Act 2009* and will be accessed only by persons who have been authorised to do so. Your personal information will not be disseminated unless you have given us permission or the disclosure is required by law.

### Office use only

G/L number: 3105-1000-0022

Application fee: ..... Receipt number: .....

Date: ..... Received by: .....

DWs #: .....

Application:       approved     refused     .....

Authorised officer: .....

Comment: ..... .....

Date: .....