# STREET TRADING LICENCE RENEWAL

Have any of your details changed, including insurance or street trading areas?

☐ NO – sign form below and return to Council with payment

☐ YES – complete as required and return completed form to Council with payment

Signature of Applicant/s.....

Dated .....

**Details (alter only if changed)**

1. Applicant name: .....
2. Address of applicant: .....
3. Telephone Number: .....
4. Email: .....
5. Trading name of Business: .....
6. Address of Premises: .....
7. Indicate owner [ ] or occupier [ ] of the premises.
8. Proposed days and hours of trading

   Days:..... Hours:.....
9. Specify proposed goods, wares, merchandise or services in respect of which trading will be carried on: .....

   .....
10. Dimensions of proposed area ($m^2$): .....

**TYPE OF PERMIT REQUIRED**

☐ **A-frame sign** ☐ **Trade Goods** ☐ **Alfresco Dining** ☐ **Other**

**DOCUMENTS REQUIRED (if altered or not already supplied)**

☐ **Insurance – Certificate of Currency (must show $10 million public liability)**

☐ **Food premises Registration (required if applying for Alfresco Dining Area)**

☐ **Plan showing location of proposed street trading operation**

ABN: 47 611 446 016
PO Box 604 Devonport
44-48 Best Street
Devonport
TAS 7310
Telephone 03 6424 0511
Facsimile 03 6424 9649
Email
council@devonport.tas.gov.au
Web
www.devonport.tas.gov.au

11. Attach plan showing the location of the proposed street trading area, the number, type, form and construction as the case may be for any stall, stand,
table, structure or vehicle which may be used for trading.

12. Brief description of street stall, stand, table, structure or vehicle proposed: .....

.....

Alfresco Dining

8.1 number of chairs ..... 8.2 number of tables .....

8.3 colours of chairs & tables .....

8.4 number of umbrellas .....

8.5 colour of umbrellas .....

**13. Attach:**

**(1) <u>copy of a Certificate of Currency of Insurance for a minimum sum of $10 million Public and Product Liability; and</u>**

**(2) <u>evidence that the policy covers the proposed street trading area.</u>**

14. Outline proposed method for the disposal of waste from Alfresco Dining Area

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15. Annual Fee:
Fees associated with the issuing of a Street Traders licence are detailed in the Council's Schedule of Fees and Charges and are reviewed on an annual basis.

I/We apply for a licence pursuant to the Street Trading By-law, a copy of which I/We have read and agree and undertake with the Council that upon the issue of any licence pursuant to this application I/We will abide by the provisions of that By-law.

DECLARATION
The applicant named in this application form hereby agrees by signing this form to indemnify and to hold harmless the City of Devonport and/or its agents and each of them, from and against all actions, costs, claims, charges, expenses and damages whatsoever which may be brought or made or claimed against them, or any of them, arising out of or in relation to the Street Trading Licence (if) issued in response to this application and during the period(s) that any further permit renewal applies.

Signature

Signature of applicant for registration/renewal .....

Name of applicant: ..... Date: .....

## Fee & payment options – *Please pay registration fee when lodging your completed application form*

**Payment in Person**
Please bring your payment slip to the Devonport City Council, 44-48 Best Street, Devonport. Customer Service hours are between 8.30am and 5.00pm, Monday to Friday. Payment may be made by cash, credit card, cheque or EFTPOS.

**Payment by Mail**
Cheques should be made payable to Devonport City Council and posted to The General Manager, Devonport City Council, PO Box 604, Devonport, TAS, 7310.

**Credit Card Payment by Phone**
**Please contact the Devonport City Council offices on 64240 511. Customer Service hours are between 8.30am and 5.00pm, Monday to Friday**

**Personal Information Protection Statement**

As required under the *Personal Information Protection Act 2004*

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|---|
| 1. Personal information will be collected from you for the purpose of dealing with your application, and may be used for other purposes permitted by the *Local Government Act 1993* and regulations made by or under that Act. |
| 2. Failure to provide this information may result in your application not being able to be accepted and processed. |
| 3. Your personal information will be used for the primary purpose for which it is collected and may be disclosed to contractors and agents of the Devonport City Council. |
| 4. Your basic personal information may be disclosed to other public sector bodies where necessary for the efficient storage and use of the information. |
| 5. Personal information will be managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by the individual to whom it relates on request to Devonport City Council. You may be charged a fee for this service. |

| Office use |
|---|
| Date received |
| Receipt no. |