

Postal: PO Box 156
Address: Longford Tas 7301



**NORTHERN
MIDLANDS
COUNCIL**

Location:
13 Smith Street
Longford Tas 7301

Phone: (03) 6397 7303
Fax: (03) 6397 7331

PLACE OF ASSEMBLY (PERMANENT AND TEMPORARY)

Public Health Act 1997
Sections
76 & 81

Application for a Place of Assembly Licence

Application for Renewal of a Place of Assembly Licence

APPLICANT DETAILS:

Applicant: Title: First Name: Surname:
Address: Phone No:
 Mobile No:
Email address: Fax No:

PREMISES DETAILS:

Trade name of premises: Phone No:
Address of Premises: Mobile No:
 Fax No:
Postal address for correspondence: Mobile No:
 Fax No:
Emergency Contact: Phone No:
Description of intended use of premises:
Number of persons to be accommodated:
Other licences issued to the premises:
Date of Event:

APPLICATION FEE AND SIGNATURE:

FEE

Place of Assembly Licence	\$130.00
Place of Assembly Licence (Special Event)	\$75.00
Place of Assembly Licence (Charity)	No Charge

Applicant: Name: (Print) Signed: Date:

OFFICE USE ONLY:

Receipt No: Date Issued:

DOCUMENTATION REQUIRED:

- Site plan and / or floor plan
- Any information required by the Council for assessment purposes

COUNCIL CHECKLIST:

- Form fully completed
- Form signed and dated
- Fee Paid
- Site/floor plan attached
- Further information required
- Date information requested

OTHER DETAILS:

PRIVACY STATEMENT

The Northern Midlands Council abides by the *Personal Information Protection Act 2004* and views the protection of your privacy as an integral part of its commitment towards complete accountability and integrity in all its activities and programs.

Collection of Personal Information:

The personal information being collected from you for the purposes of the *Personal Information Protection Act, 2004* and will be used solely by Council in accordance with its Privacy Policy. Council is collecting this information from you in order to process your building application.

Disclosure of Personal Information:

Council will take all necessary measures to prevent unauthorised access to or disclosure of your personal information. External organisations to whom this personal information will be disclosed as required under the *Building Act 2000*. This information will not be disclosed to any other external agencies unless required or authorised by law.

Correction of Personal Information:

If you wish to alter any personal information you have supplied to Council please telephone the Northern Midlands Council on (03)6397 7303. Please contact the Council's Privacy Officer on (03)6397 7303 if you have any other enquires concerning Council's privacy procedures.