

Advertising Signs and Goods on Display Application

Application FEE- \$60.00 Renewal FEE- \$19.00 – 2020/21

BUSINESS DETAILS

BUSINESS NAME _____

APPLICANT NAME _____

BUSINESS ADDRESS _____

PHONE (BH) _____ FAX _____

EMAIL _____

TRADING HOURS from _____ to _____

GOODS ON DISPLAY / ADVERTISING SIGNAGE DETAILS

 New application - \$60.00 Renewal application - \$19.00

 Site plan of the location and layout of the proposed item/s attached

 ITEM(S) TO BE DISPLAYED _____
 (e.g., A-frame, table of goods, clothes rack)

 LOCATION OF DISPLAY _____
 (if different from business address) _____

IMPORTANT INFORMATION

- A copy of your Public Liability Insurance Certificate of Currency with a minimum cover of \$10 million must be attached. Please confirm by ticking the box.
- The responsibility to renew the permit prior to its expiry date rests with the permit holder.
 - We retain the right to review this permit in the event of any change in circumstances surrounding the approval or location. Any failure to comply with the conditions of the permit could result in the permit being cancelled.

SIGNATURE

I, _____ (name) hereby apply for a permit for the item(s) shown in the attached site plan to be placed on the footpath outside my premises. I agree to abide by the permit terms and conditions.

I also agree to indemnify the Council and its staff and keep them indemnified against any and all liability (including liability in negligence) and claims, damages, loss, expense and cost in connection with the placement of advertising signs and/or goods within the trading zone.

Signature

Date

HOW WOULD YOU LIKE TO RECEIVE YOUR PERMIT

WILL COLLECT MAILED FAXED EMAILED

Information Privacy

The personal information requested on this form is being collected by Council for the purpose of issuing a permit in relation to the above service. The personal information will be used by Council for that primary purpose or directly related purposes. The information may also be used to update Council's customer databases to assist Council in discharging its functions or providing services. The personal information collected will not otherwise be disclosed unless permitted or required by law. If the information is not collected we are unable to process your application and provide the service sought by you. Requests for access to and/or amendment of personal information should be made to Council's Privacy Officer.

PAYMENT OPTIONS

CONTACT US

Phone **03 5760 2600** to make an EFTPOS or credit payment over the phone.

Fax **03 5762 5537**

Email council@benalla.vic.gov.au

IN PERSON

Visit the Council's Customer Service Centre at **1 Bridge Street East, Benalla**

MAIL

Send this application back to us with a cheque for the full amount made payable to **Benalla Rural City Council, PO BOX 227, BENALLA VIC 3672**

OFFICE USE

Date received

Receipt number

Cashier