

# Trading Activities Application

Sell or offer goods from a vehicle, caravan, trailer, table or stall

\$64.00 FEE – 2023-24

## APPLICANT DETAILS

COMPANY NAME \_\_\_\_\_

APPLICANT NAME \_\_\_\_\_

POSTAL ADDRESS \_\_\_\_\_

PHONE (BH) \_\_\_\_\_ FAX \_\_\_\_\_

EMAIL \_\_\_\_\_

## ACTIVITY DETAILS

PROPOSED ACTIVITY \_\_\_\_\_

LOCATION \_\_\_\_\_

DATE/S \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

TIME/S from \_\_\_\_\_ to \_\_\_\_\_

## IMPORTANT INFORMATION – please tick boxes to confirm attachments / payment

- A copy of your Public Liability Insurance Certificate of Currency must be submitted with this application.
- A fee of \$64.00 is payable before your application is processed. The fee for a renewal application is \$21.00. It is the permit holder's responsibility to apply for a renewal prior to the permit expiry.
- We may request additional information depending on the nature of the application.
  - We retain the right to review the permit in the event of any change of circumstances.
  - A failure to comply with the conditions of the permit (if any) could result in the permit being cancelled.

## SIGNATURE

Signed

Date

## HOW WOULD YOU LIKE TO RECEIVE YOUR PERMIT

WILL COLLECT MAILED EMAILED 

### Information Privacy

The personal information requested on this form is being collected by Council for the purpose of issuing a permit for trading activities. 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 a credit card payment over the phone.

Email [council@benalla.vic.gov.au](mailto: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 3671**

OFFICE USE

Date received

Receipt number