

Application for advertising boards and displays of goods



Section 3.12 & 3.13 of the Footpath Trading Guidelines (2017) and Local Law No.1 (Community Amenity)

Applicant Details			
Name:	Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/>	First Name _____	Surname _____
Postal Address:			Postcode: _____
Telephone:		Mobile:	
E-mail:			
Premises Address:			Postcode: _____
Trading Name:			
Company name:			
ABN:		ACN:	

Proposed Footpath Trading Operating Hours:	
What hours does your business open?	
What hours do you want to use the footpath? (Latest is 11pm for hotels, 1am for restaurants and cafes)	

Portable Advertising Signs / Advertising Boards: Complete if applicable			
I wish to use an advertising board in front of my premises			
Width:		Height:	
Advertising boards: max. size is 1.0m high x 0.7m wide. Refer to Section 3.12 of the Footpath Trading Guidelines.			

Display of Goods: Complete if applicable			
What type of goods will you be displaying?			
Length:		Width:	
		Height:	
Display of goods: max. height of a display is 1.2m. Refer to Section 3.13 of the Footpath Trading Guidelines.			

Indemnity

This indemnity is given the day of 20.....
(day) (month) (year)

by.....
(company/business name)

(hereinafter called "the Indemnifier") to the PORT PHILLIP CITY COUNCIL (hereinafter called "the Council").

Whereas the Indemnifier has applied to the Council for authority, to use a portion of the road or other public area within the municipal district under the Council's Local Law No. 1 (Community Amenity). Now this Indenture witnesses that in consideration of the Council granting such authority the indemnifier Indemnifies and will keep the Council indemnified against all actions, liabilities, proceedings, demands, losses, damages, fees, claims, costs and expenses whatsoever incurred or arising out of, or in connection with or in consequence of the use of the footpath for the purposes associated with the use of the premises at ("the premises")

.....
(business address)

whether such premises was operating or not at the relevant time by any person whosoever, including the Indemnifier or employee or agent or subcontractor or any customer of the Indemnifier.

Signed:

Director/Proprietor:

Print name: Date:

Application Checklist

- Current Certificate of Currency (Public Liability Insurance) for a minimum of twenty million dollars (\$20,000,000) specifically covering the area occupied by the footpath trading and indemnifying the City of Port Phillip against all claims.
- Site plan at 1:100 scale showing the proposed footpath activity accurately showing:
 - The width of the building frontage.
 - The width of the footpath from the outside edge of the kerb to the building line.
 - Existing infrastructure (public seats, rubbish bins, bicycle stands, trees and tree pits, light poles, fire hydrants, the parking restrictions and location of parking signs, etc).
- Photograph of the site and proposed A-board / Display of Goods.
- Signed Indemnity.

Applicable fees will be invoiced upon receipt of application.

How to Apply

Email: footpathtrading@portphillip.vic.gov.au

Mail: City Permits, City of Port Phillip, Private Bag No. 3, PO St Kilda, VIC 3182

Privacy Statement: The personal information requested on this form is being collected by the council for the delivery of the Footpath Trading Service. The personal information will be used solely by the council for that primary purpose or directly related purposes. The applicant understands that the personal information provided is for the purpose of considering the application and that he or she may apply to the council for access to the information. Requests for access and or correction should be made to Freedom of Information & Privacy Officer, Governance & Engagement Department, City of Port Phillip.