

REGIONAL COUNCIL OF GOYDER

	<h3 style="margin: 0;">MINOR EVENT APPLICATION FORM</h3>	File:	
	Record:		
	Version No:	V1.4	
	Adopted:	September 2021	
	Revised:	March 2023	
	Next Review:	March 2026	
	Responsibility:	Tourism & Events Coordinator	

Section A- APPLICANT DETAILS

Contact Name:

Organisation:

Phone Number:

Email Address:

MINOR EVENT

Event Details:

Event Date:

Times between:

Event Location:

FOOD

Yes No

If food is to be SOLD, provide details.

MUSIC

Yes No

If music will be played, provide details.

Requirements

Power required? Y / N

Do you require Council to cone off car parks? Y / N

Would you like Council to promote the event? Y / N

Other requirements / Details

General Conditions of Permit

1. The permit holder agrees to indemnify and to keep indemnified the Council, its servants and agents and each of them from and against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against them or any of them arising out of or in relation to the issuing of the permit.
2. The permit holder shall take out and keep current a public risk insurance policy in the name of the permit holder insuring the permit holder for the minimum sum of **ten million dollars (\$10,000,000)** against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against the permit holder in relation to the activity.
3. The permit holder must provide confirmation of insurance to the Council. Such policy shall bear the endorsement of the Insurer indicating the Insurer accepts the indemnity given by the permit holder.
4. The permit holder, where appropriate, shall ensure that it is licensed or registered to carry out the activity authorised by the issuing of this permit.
5. The permit is **not** transferable.
6. The permit holder shall comply with and give all notices required by any Act of Parliament, Ordinance, Regulation or By-law relating to the activity.
7. No food or drink will be offered for sale by any permit holder without the prior approval of the Council.
8. Nuisances created by the event must be submitted in your event management plan including actions to minimise nuisances listed.
9. Stalls and exhibitors sites will be allocated by the Council and no allocated sites may be altered without the approval of the Council.
10. The permit holder shall ensure that its site or sites are left in a clean and tidy condition at the end of the event. Failure to do so may result in cleaning fees being charged.
11. The use of power by permit holders shall not exceed that agreed to and approved by the Council.
12. This permit is liable to be revoked by Council if the permit holder fails to comply with a condition of this permit or may be revoked in any other justifiable circumstance.

This permit will not come into operation until proof of the appropriate insurance has been provided to the Council and a copy of this document, signed by the Council, has been returned to you.

APPLICANT SIGNATURE
I acknowledge that I have read and understand the permit conditions and agree to abide by and be bound by the said conditions.
Name:
Signature:
Date:
Organisation (<i>if applicable</i>)

Office Use Only

APPLICATION FINAL CHECKLIST (Please ensure all necessary documents are provided)

- Application form completed & Signed
- Public Liability Insurance attached
- Food Handling Training Certificates (where applicable)

COUNCIL AUTHORISATION

Special Conditions/Comments:

Permit Approved Denied

Name:

Signature:

Date:

Title: