

CASUAL APPLICATION FOR A STREET STALL

HIRER

Contact Person: Position:

Organisation:

Address:

Postcode: Email:

Contact No: Mobile: Fax:

STALL HIRE

Please tick the appropriate box. Sites marked with * require written permission from the store manager to be obtained before an application can be considered. This should be submitted with the application form.

<input type="checkbox"/>	BANKSTOWN: The Plaza	<input type="checkbox"/>	LAKEMBA: 113 Haldon St - outside Women's Rest Centre
<input type="checkbox"/>	BELFIELD: 7 Burwood Rd - outside Chemist *	<input type="checkbox"/>	LAKEMBA: Jubilee Reserve, The Boulevard - outside the train station
<input type="checkbox"/>	BELMORE: Burwood Rd - on grass outside train station	<input type="checkbox"/>	PADSTOW: 5 Faraday Road - outside Woolworths *
<input type="checkbox"/>	BELMORE: Burwood Rd - outside Belmore RSL *	<input type="checkbox"/>	PANANIA: 219 Tower Street - outside Franklins *
<input type="checkbox"/>	BIRRONG: 83-85 Auburn Road - outside IGA (off footway) *	<input type="checkbox"/>	PANANIA: Anderson Ave - concrete pad outside Panania Library
<input type="checkbox"/>	CAMPSIE: Anzac Mall, Beamish St	<input type="checkbox"/>	PANANIA: Cnr Tower St & Anderson Ave
<input type="checkbox"/>	CAMPSIE: Amy St - outside NAB *	<input type="checkbox"/>	PUNCHBOWL: The Boulevard - outside the train station
<input type="checkbox"/>	CHESTER HILL: Waldron Road - next to Post Office in laneway	<input type="checkbox"/>	REVESBY: Cnr Simmons Street & Marco Avenue
<input type="checkbox"/>	GREENACRE: McGuigan Place, Waterloo Road	<input type="checkbox"/>	YAGOONA: 516 Hume Highway - outside IGA Supermarket (back of footway) *
<input type="checkbox"/>	GREENACRE: 138- 146 Waterloo Road - next to the Arcade *	<input type="checkbox"/>	OTHER: Please contact Council

Date of hire:

Time: Set up from Depart Time of stall operation: Start Finish

PURPOSE OF HIRE

What is the purpose of hire?

Please also list any products that will be sold.

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Maximum number of Stalls per site is 2.

Number of Stalls.....

- 1. Stall Size.....X.....X.....
- 2. Stall SizeX.....X.....

TERMS & CONDITIONS OF HIRE

- a) **Soliciting or directly approaching members of the public is strictly prohibited. Stall holders must only engage with members of the public who approach their stall. Stall holders found to be harassing or engaging in unwanted canvassing of members of the public will have their permit immediately revoked and all future applications will be subject to review.**
- b) The hirer is to accept responsibility for the cost of repair of any damage or breakage to any part of the buildings, fittings or other property of the Council caused through the use of Council's property by the hirer.
- c) Council reserves the right to impose any further charges, terms and conditions in respect of any hiring. Any additional fees and charges introduced by Council for the new financial year will be payable after 1 July each year. Such further terms may be in addition to or in substitution of all or any of the charges, terms and conditions contained herein.
- d) Fees must accompany this application form - 10 working days prior to event
- e) Street stalls are only permitted to be held by not-for-profit organisations. You are to provide documentation that proves your organisation's not-for-profit status.
 - Copy of your group's Certificate of Incorporation (from the Department of Fair Trading) **OR**
 - An Authority to Fundraise (from the Department of Gaming and Racing) **OR**
 - Income Tax Exempt Charity Statement (from Australian Taxation Office)
- f) Only 1 booking per area, per month, per organisation is permitted. The Hours of Operation are between 8am and 6pm.
- g) The local police must be contacted if second hand goods are offered for sale to ensure that you do not breach the Second Hand Dealers and Collectors Act.
- h) Stall holders should be aware of the general conduct of their volunteers and endeavour to leave the area in a clean and litter free condition, obey noise rules and will not be allowed to canvas member of the public by way of loudspeaker etc.
- i) Stall holders may display a sign indicating the purpose for which the stall/raffle is being conducted. Council must be notified if you intend to display any other signs including warning and advertising signs.
- j) Street stalls must not obstruct free passage of pedestrians, children, people with prams, the elderly, people with disabilities, wheelchairs and cater for pedestrians and passing traffic.
- k) Raffles can only be conducted for the purpose of raising funds for a non-profit organization etc subject to the appropriate approval having been obtained beforehand from: Office Charities – Department of Gaming & Racing.
- l) All portable structures must be secured in strict accordance with the manufacturer's instructions guidelines.
- m) Public seating, lamp poles and other street installations must not be used in conjunction with the approved occupation.
- n) No vehicle is to be driven onto or parked on the footpath for any purpose.
- o) If you are having a stall at Polling Places on Election day please apply directly with the electoral commission. For State & local elections please proceed to <http://www.elections.nsw.gov.au/> and for federal elections <http://www.aec.gov.au/index.htm>.
- p) All cancellations are to be made in writing. Cancellations made within 10 days of the date of hire will incur a cancellation fee.
- q) Bookings must be made two working days prior to the proposed date otherwise a late booking fee will apply.

INSURANCE

The Hirer's use and occupation of the facility is at its own risk and must have in effect public liability insurance for an amount not less than \$20,000,000, or such other amount as Council may specify from time to time, which notes the interests of Canterbury-Bankstown Council. A certificate of currency must be supplied to Council in the name of the Hirer. The certificate of currency must be current for the period of the hire and Council reserves the right to withdraw offers of hire if the certificate is out of date or does not meet Council requirements.

The Hirer shall inform Council in writing of an event that may give rise to a claim under an insurance policy and shall ensure Council is kept fully informed of subsequent action or developments concerning the claim. The Hirer shall indemnify and keep indemnified the Council from and against any claim, demand, action, suit or proceeding that may be made or brought by any person against the Council or the employees, agents or contractors of the Council or any of them in respect of any personal injury to or the death of any person or loss or damage to any property arising out of the use or occupation of the facility by the Hirer or its invitees.

The Council shall not be liable for any loss of or damage to any property or injury sustained or suffered by the Hirer or its invitees, where such loss, damage or injury arises in any way out of hiring unless due to negligence of the Council.

APPLICANT'S SIGNATURE

At no times shall a Hirer and their patrons use an area, unless a permit is issued.

I believe the information provided on this application is correct and true to the best of my knowledge. I have read the Terms and Conditions of hire and agree to abide by them. I also undertake to advise Canterbury-Bankstown Council should there be any alterations or additions to the information supplied.

Signature:

On behalf of:

Name:

Date:

PRIVACY NOTICE

Council is required under the Privacy and Personal Information Protection Act 1998 (PPIPA) to collect, maintain and use your personal information in accordance with the Privacy Principles and other relevant requirements of the PPIPA.

Personal information requested on this form will only be used to fulfil the purpose for which it is being collected. Provision of this information is voluntary and is required to help process your application. Council is regarded as the agency that holds the information and access is restricted to council officers and other authorised people. You may apply to access or amend the information. For further information or clarification please contact the Privacy Contact Officer at Council.