Roadside Vending Application

Use this form to apply for a permit for stationary or mobile roadside vending. This form is in keeping with *Local Government Act 2009*. Contact Council if you have any specific enquiries regarding fees or how to complete this form. Complete all sections that are applicable.
NOTE: All applications must be submitted with the businesses Public Liability certificate.

Applicant Details

Applicant 1 Surname	**Given Name**
Applicant 2 Surname	**Given Name**
Business Name *(must be registered with the Australian Securities and Investments Commission)*	**ACN**
Company Name (if applicable)	**ABN**
Community Group/Sporting Organisation/School	**Is the Group or Organisation Incorporated?** ☐No ☐Yes, Incorporation Number
Postal Address	
Physical Address	
Email Address	

Vehicle Details

Vehicle Make	Vehicle Model	Registration Number
Vehicle Dimensions		
State of Registration & Expiry Date	Insurance Policy Number & Expiry Date	
Goods or services to be provided or sold		
Proposed location of vehicle	Do you intend to use any amplification equipment? ☐ Yes ☐ No	
Details of promotional or advertising material (if any) that will be used in connection with the activity		

Stall Details

Description of Stall	Details of good/services to be supplied or sold
Proposed location of stall	Do you intend to use any amplification equipment? ☐ Yes ☐ No

Details of promotional or advertising material (if any) that will be used in connection with the activity

Date & Time

If you have more than one location, please note all dates, times and locations on a separate sheet of A4 paper.

All Dates of Operation	All opening times for each date

Privacy Statement

Privacy Statement – Council is collecting your personal information in accordance with current legislation to process your application. The information will only be accessed by authorised council employees. Your personal details will not be disclosed to a third party outside the process of dealing with your application, except where required by legislation (including *Right to Information Act 2009*) or as required by Queensland State Government.

Public Liability Insurance

A copy of your public liability insurance and indemnity statement MUST be provided with your application.

Name of Insurer	Policy Number
Policy Limit	Expiry Date

Have you noted Winton Shire Council as an interested party? ☐ Yes ☐ No

Attachments

This application and fee must be lodged with Winton Shire Council with the following attachments.

☐ A site plan drawn to scale not smaller than one to one hundred (1:100). The scope to extend:

1. From the kerb's edge, the full width of the footpath, to the frontage of the building; and
2. From within 2 metres of one adjoining premises, the full length of the property frontage, to within 2 metres beyond the other adjoining premises.

☐ Advice in writing from the Department of Transport and Main Roads that it agrees to the proposal, if the vehicle is to operate on a State-controlled road.

☐ A copy of the licence required under the Food Regulation 2006, if food is to be offered for sale from the vehicle.

☐ A copy of your Public Liability Insurance Policy.

Declaration

I / We declare the information provided in this application to be true and correct

Applicant 1 Signature	Date
Applicant 2 Signature	Date

Application Fees

Cost Code	Type	Amount
5200-1500-1	Roadside Vending – Application fee	$134.00 per application – includes initial permit
5200-1500-1	Roadside Vending Permit	$95.00 per permit per annum

Lodgement of Your Application

Mail	PO Box 288 WINTON QLD 4735	
Email	ceo@winton.qld.gov.au	
In Person	Visit the Winton Shire Council Main Office Monday-Thursday 8.30am-5pm Friday 8am-4.30pm	75 Vindex Street WINTON QLD 4735
Payment	☐ Cash or EFTPOS (we accept EFTPOS over the phone) ☐ Credit Card ☐ Cheque – to be made payable to 'Winton Shire Council' ☐ Direct Deposit National Australia Bank Winton Acc: Winton Shire Council BSB: 084 990 Acc No.: 509011458 Use 'Roadside Vending Permit' as the reference	

Office Use Only

Date Received	Paid ☐ Yes ☐ No	Receipt Number
☐ Approved ☐ Not Approved	Permit Number	Date Issued
Full Name of Approving WSC Officer		
Signed		Date
CEO Approval		Date