Street Activities Permit application

Real estate agent advertising signs on Council land

Permit fee: $506 (GST exempt)

Applicant's full name:	
Business name:	
Business location:	
Postal address:	
Business email:	
Business contact number:	

Conditions

- All permits expire on 30 September.
- Permits are not transferable.
- Renewal notices will be sent out yearly prior to the 30 September expiry date.
- A permit will be issued upon assessment and current public liability insurance.
- Renewals of permits will be delayed if all required information has not been received by Council.

Acknowledgement

- I have read and fully understand the conditions of the Maroondah City Council Street Activities Conditions of Issue and Use for Real Estate Agent Advertising Signs.
- Failure to provide the required information will result in my application being returned and a delay in processing.
- I have attached the required supporting documentation

☐ *Public Liability Insurance (Certificate of Currency)*

Signature _____ **Date** _____

Maroondah City Council is committed to protecting your privacy as prescribed by the Privacy and Data Protection Act 2014 and the Health Records Act 2001. The information you provide on this form is being collected by Maroondah City Council for the strict purpose of conducting Council business. Your information will not be disclosed to any external party without your consent, unless Council is required to do so by law or it is part of the Council business that is being undertaken. Failure to provide the information requested may make you ineligible to receive the service or be part of an event/function that is the subject of this form. Any access to the information, amendments that may be required or any privacy enquiries may be directed to Council's Privacy Officer and Health Records Officer on 1300 88 22 33 or email - privacy@maroondah.vic.gov.au

How to apply:

MAIL
Maroondah City Council
PO Box 156
Ringwood VIC 3134
EMAIL
maroondah@maroondah.vic.gov.au

IN PERSON
Realm, 179 Maroondah Hwy, Ringwood
Croydon Service Centre, Croydon Library, Civic Square, Croydon

FURTHER INFORMATION
Phone: 1300 88 22 33
Web: www.maroondah.vic.gov.au

Payment details (Internal use only)
LC: Prepayment :_____ Receipt number: _____ Date paid: _____ / _____ /_____

✂……

Cashier use: Real Estate Agent Permit (Before accepting payment, please ensure that a copy of the current Public Liability Insurance (Certificate of Currency) is attached to this application.)

LC: PP/LLAWS ADD Permit Type (REA)/name of business/business address
Payment Type: Cash / Cheque / EFTPOS
Receipt Number: _____ Amount: $ _____

Applicant to keep this section for future reference
Conditions of Issue and Use for Real Estate Agent Signs Permits

- All real estate agents are required to obtain a permit for signs to be placed on Council Land. Footpaths must remain clear at all times.
- All permits expire on 30 September each year.
- A permit will be issued upon receipt of the required fee and copy of Public Liability Insurance (Certificate of Currency) to the value of $20m (Certificate of Currency must have Maroondah City Council listed as an interested party).
- No sign is to be placed on any road, roundabout, traffic island, or where it creates a hazard to pedestrian or vehicle safety.
- Signs are only to be placed during daylight hours.
- Signs may only be placed within two hours of the start of the activity.
- Signs must be removed within two hours of the activity ending.
- A maximum of two signs per property.
- 'Corflute' style pointer boards or similar are not to be attached to Council controlled assets or placed on Council land.
- The permit does **not** include the placement of a sign or goods outside the business address of the applicant.
- Failure to provide the required information may result in my application being returned and a delay in processing.
- Permits are not transferrable.
- Any permit not renewed within 14 days of the expiry date will be cancelled.
- A cancelled permit will not be renewed; a new application, documentation and application fee must be lodged if the applicant wishes to continue to trade from Council land.