

ITINERANT TRADING ON A ROAD OR COUNCIL LAND PERMIT APPLICATION

Name of proprietor

Private address of proprietor

Name of business

Address of business

Postal address of business

Contact numbers: Private Business.....
 Mobile..... Email.....

Itinerant Trading on Council land at

.....

Foods to be sold

.....

Proposed trading hours

Registration No. of Vehicle

Food Vehicle Registration Council Area

Food Vehicle Registration Council Permit Number

**A COPY OF YOUR CERTIFICATE OF CURRENCY FOR \$20 MILLION PUBLIC LIABILITY INSURANCE MUST BE
SUBMITTED WITH THIS APPLICATION.**

I have read the permit conditions and agree to abide by these and with the Council's *Local Law No. 1, 2018*. I understand that if the permit conditions are not met, my permit can be withdrawn at any time by an Authorised Officer of the Council. Fees are subject to review annually.

Signature of proprietor Date

The personal information requested on this form will be collected, held, used and disclosed in accordance with Council's Privacy Policy and the *Privacy and Data Protection Act 2014* (Vic) ('*PDPA*'). By providing your personal information, you consent to Council using and disclosing such information for the purposes of maintaining and updating your permit and/or any secondary purposes permitted by the *PDPA*. Failing to provide personal information to Council may mean that Council cannot provide its services to you. You may apply to Council for access to and/or amendment of the information by contacting Council on 03 5832 9730.

PAYMENT OPTIONS	
APPLICATION FEE	\$103.00
PERMIT FEE	
<input type="checkbox"/> \$73.00 Single Day Trade	<input type="checkbox"/> \$480.00 Seasonal Permit (6 months)
<input type="checkbox"/> \$720.00 Full Trade Permit (12 months)	<input type="checkbox"/> \$600.00 Weekend Trade Permit (Friday to Sunday Only)
<input type="checkbox"/> \$7.50 Power Charge Per Day	
<input checked="" type="checkbox"/> By Mail Please attach a cheque or money order made payable to the Greater Shepparton City Council to this application form and mail to the Greater Shepparton City Council, Locked Bag 1000, SHEPPARTON VIC 3632.	<input type="checkbox"/> In Person Cash, cheque, eftpos or credit card (Visa or Mastercard) payments can be made at 90 Welsford Street, Shepparton between 8:15am and 5:00pm Monday to Friday.
Office Use	Date Paid:
Amount Paid: \$	Receipt Number:
Ledger No - Local Laws Prepayments	

ITINERANT TRADERS POLICY

Please refer to attached document (M15/17463)

PERMIT CONDITIONS FOR ITINERANT TRADING

Once Council has received the completed permit application, an authorised Officer will arrange a site visit to determine if the permit/s can be approved. If approved, the permit/s will be subject to a number of conditions including, but not limited to the following conditions.

1. The Permit Holder must comply with the Itinerant Traders Policy at all times.
2. Ensure the site and surrounding area is left in a clean and tidy condition.
3. The permit holder pays to the Council all application and permit fees.
4. All sales are to be made from the side of the food van facing the footpath only.
5. Any power cords that may provide power to the food van be taped to the ground to prevent a tripping hazard. (subject to Council approval)
6. This permit does not cover advertising signage. If you wish to have signage on show, an Advertising Sign Permit must be applied for.
7. The vehicle must not cause any obstruction or annoyance to any member of the public or vehicles. It must be positioned to the satisfaction of an Authorised Officer of the Council.
8. The Permit Holder shall at all times during the agreed Permit Term;
 - a. be the holder of a current Public Liability Policy of insurance in respect of the activities specified herein in the name of the Applicant providing coverage for a minimum sum of \$20,000,000 (twenty million dollars or more); and
 - b. supply Council with a copy of the current Certificate of Currency as evidence of the public liability insurance at all times; and
 - c. if the Public Liability policy will expire during the Permit Term, supply Council with a reviewed Certificate of currency at least 5 working days prior to the expiry of the insurance kept by Council; and
 - d. The Permit Holder must ensure that Council has a current certificate of currency (Public Liability) as proof of cover at all times during the agreed Permit Term;
 - e. The Public Liability Policy shall be effected with an insurer approved by the Council.
9. The Certificate of Currency will be the only document accepted as proof of insurance and must be attached / included with the permit application form.
10. The Public Liability Policy shall cover such risks and be subject only to such conditions and exclusions as are approved by the Council. These conditions shall extend to cover the Council against all actions, costs, claims for personal injury, property damage, charges, expenses, penalties, demands and damages whatsoever which may be brought, made or claimed against them in connection with the Permit Holders performance or purported performance of its obligations under this Permit and be directly related to the negligent acts, errors or omission of the Permit Holder.
11. The permit holder must have a current Food Vehicle Registration with a Council and have a copy of the registration with the food vehicle at all times.
12. An Authorised Officer of the Council can at any time, change or withdraw any permit including if there are adverse reports from any agency (Victoria Police or Vicroads).
13. The Council reserves the right to change any or all of these conditions including the addition of any other condition.
14. Failure to comply with the requirement of a permit or of the conditions attached to the permit may result in an infringement notice being issued. The penalty for an infringement notice is 2 penalty units (\$200.00).
15. Power (if supply is approved) must be paid for at Welsford St office weekly.
16. All permits will expire 30 June of that financial year unless cancelled or revoked earlier.
17. The Permit is automatically cancelled if the date of expiry listed on any Certificate of Currency supplied to Council has lapsed.
18. The permit is non-transferable and cannot be reassigned. In the event the business is sold or subleased, the permit becomes invalid and a new permit must be entered into.