

**Office Use Only**

Officer Approved ..... Yes / No  
 Officers Signature .....  
 Date Paid ..... Date Issued.....  
 Permit No ..... Receipt No.....

**Application To Place Signs, Goods,  
Tables & Chairs On Footway**

Permit Valid 1 July 2011 – 30 June 2012

**Section 1**

Name of Licencee ..... Date of Birth...../...../.....  
 Residential Address ..... Postcode.....  
 Trading Name .....  
 Trading Address ..... Postcode.....  
 Business Phone ..... Mobile No ..... Home Phone.....

**Section 2**

Type of Permit Required (Please tick the required box)

- |  |  |
|--|--|
| <input type="checkbox"/> 'A' Frame sign \$65<br>1 sign (Conditions A)                            | <input type="checkbox"/> Goods \$115<br>Display of single organised goods (Conditions A) |
| <input type="checkbox"/> Special Permit \$162<br>More than 1 sign/organised goods (Conditions A) | <input type="checkbox"/> External Chairs \$162<br>Up to 10 Chairs (Condition B & C)      |
| <input type="checkbox"/> Extra Chairs \$310 each<br>If over 10 (Conditions B & C)                |  |

Number of extra external chairs ..... Amount due (GST exempt) \$ .....

**Permit is Not Transferable**

**Section 3**

**Insurance**

You must hold a current Public and Product Liability Insurance Policy to the minimum value of \$10,000.000.

This policy must remain current for the period of this permit.

You are not required to provide a copy of your own insurance policy to Council, you must however sign Council's Declaration and Indemnity Form so as to confirm that you have the necessary cover.

**Section 4**

**Sketch Layout Plan**

You must attach a complete detailed layout plan (Sketch Plan) drawn to a scale of 1 : 100.

This will show:

- the area to be occupied by tables and chairs and any other fixtures or fittings;
- the building line and or shopfront including doors, windows, etc;
- the kerb, existing street fixtures or fittings; pedestrian thoroughfare;
- a cross-section of the footpath.

This application will not be accepted unless a detailed layout/sketch plan is attached.

The City of Monash abides by the principles of the Privacy Act 2000. The personal information required to be provided in this application form is required for the purposes of administering the Application To Place Chairs, Signs and/or Goods On Footway. This information will not be released to any other person or organisation. You have the right to access your personal information. If you wish to do so, please contact Council.

LL021-1

# SIGNS, GOODS, TABLES & CHAIRS ON FOOTWAY

## Section 5

### Declaration and Indemnity Form

I, declare that I have read and fully understand the terms and conditions of this permit. I agree to comply with these conditions at all times.

I the permit holder also declare that I hold a current Public and Product Liability Insurance Policy to the value of \$10,000.000 and that I will indemnify and hold harmless the City of Monash against all actions, suits or claims whatsoever arising from any injury or damage to any person or property including all costs associated with the defence of such items caused by negligent acts of myself the permit holder in relation to the permitted activity.

Print Full Name.....

Signed.....

Date.....