

Application for Street Stall Permit

2024/2025



SECTION 1 – APPLICANT DETAILS

Applicant Name

Is this event for

Community Group

Organisations

Name of Community Group/Organisation

Address

Contact Details

Bus.

Mobile

Email

Details of Event

Date

Time

Location of the Event

SECTION 2 – CONDITIONS

Please note the following conditions:-

- If you sell any food at your stall please visit **Foodtrader** website at <https://foodtrader.vic.gov.au> to apply for the applicable permit.
- Community Groups/Organisations must be situated within the City of Monash.
- The following locations are **Monash council approved sites**:-
 - Glen Waverley – outside Dan Murphy's, 5-35 Kingsway
 - Mount Waverley – outside Brotherhood of St Lawrence, 11 Hamilton Walk
 - Oakleigh – outside 7 Eaton Mall
 - Clayton – outside Hong Kong Grocery, 359 Clayton Road

SECTION 3 – INSURANCE REQUIREMENT

It is a requirement that the community group/organisation hold current Public Liability Insurance Policy to the minimum value of \$20,000,000. This policy must remain current for the period of this permit and must be available on request. You are not required to provide a copy of the insurance policy to Council; however, you must tick the appropriate box and sign Council's Indemnity Declaration to confirm that you have the necessary cover.

Please tick to confirm

SECTION 4 – DECLARATION AND INDEMNITY FORM

I/We declare that I/we are fully aware of the City Of Monash policies, guidelines and conditions that apply to the permit applied for. I/We understand that if there is any non-compliance with any conditions, any permit becomes void. I/We, the permit holder, also declare that I/we hold a current Public and Product Liability Insurance Policy to the value of \$20,000,000 and that I/we will indemnify and hold harmless the City of Monash against all actions, suits or claims whatsoever arising from any injury, loss 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.

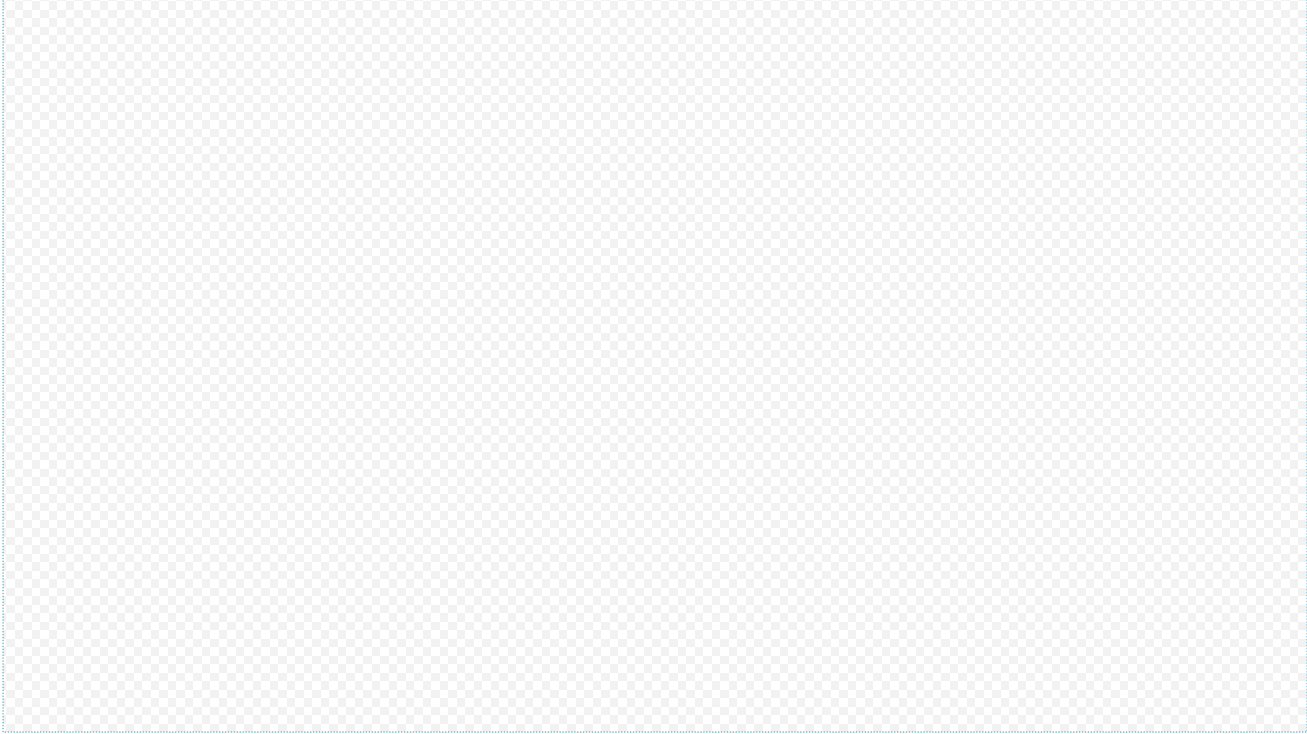
293 Springvale Road (PO Box 1) Glen Waverley VIC 3150 **Web** www.monash.vic.gov.au **Email** mail@monash.vic.gov.au

T (03) 9518 3555 **National Relay Service** (for the hearing and speech impaired) 1800 555 660

Interpreter Services 普通话 4713 5001 廣東話 4713 5002 Việt Ngữ 4713 5003 Ελληνικά 4713 5004 हिंदी 4713 5005

Other languages 4713 5000 Italiano 4713 5008 한국어 4713 5010 සිංහල 4713 5020 தமிழ் 4713 5021

SECTION 5 : SKETCH PLAN OF STREET STALL LOCATION (Required)



Applicant Name (Printed)	
Applicant Signature	
For and on behalf of: Name of Community group or Organisation	
Date	

The City of Monash abides by the principles of the Privacy and Data Protection Act 2014.

The personal information required to be provided in this application form is required for the purposes of administering Community Laws Permit Applications. This information will not be released to any other person or organisation for any purpose other than the purpose for which it was collected. You have the right to access your personal information. If you wish to do so, please contact Council on (03) 9518 3555

APPLICANT DETAILS

The _____ community group/organisation intends to make application to the City of Monash for the purpose of conducting a street stall.

I/We am seeking your support to conduct this stall on the footpath in front of your business premises situated at:

It is intended to sell the following items:

The times the stall can be operated are **9.00 AM and 5.00 PM** on/...../.....

Name of Community Group/Organisation	
Contact Name	
Contact Phone	
Date	

I/We have no objection to the City of Monash issuing a permit to the above group for the purpose of conducting a Street Stall.

Name	
Signature	
Contact Phone	
Date	

If you have any concerns regarding this application or you would like clarification please contact City of Monash, Community Laws Unit on 9518 3904

Application for Street Stall Permit

Permit Conditions



Permits will only be issued:

- To **not for profit** community groups/organisations situated within the City of Monash
- Local Community groups include, Churches, sporting clubs, schools, kindergartens, Neighbourhood community houses situated within this municipality
- Where no detrimental impact will be caused to nearby businesses
- Only in a designated Trading Zone and in accordance with Council's Footpath Trading Policy
- It is a requirement that a community group/organisation hold a current Public Liability Insurance Policy to the minimum value of \$20,000,000.

Stalls will generally be approved for a Friday and a Saturday.

Please note:

- NO parking exemption is provided to stall holders
- ALL litter generated must be cleaned periodically and removed at the conclusion of the stall
- NO gas heaters are allowed
- NO portable shelters or umbrellas are to be used
- NO permit will be issued to any company collecting on behalf of another group whereby the company receives a financial benefit
- A copy of the permit must be produced upon the request from any Council employee
- The person in charge of the stall must cease the operation of the stall immediately if directed to do so by a Council employee
- Council do not provide any equipment i.e. tables and chairs
- A maximum of two stalls will be allowed by different groups in any one centre at any one time at separate sites only