
Application for a Temporary Permit For use of Rous Water Operational Land



Commercial Activities

This application is for persons wishing to conduct commercial activities (seed collection, ecotourism or personal fitness training) on Rous Water Operational Land.

Please ensure that you have read the '*Commercial Activities on Rous Water Operational Land – **Commercial Operator Guidelines***' as these will include the terms and conditions of your approval.

If the information in this application is inaccurate, it may lead to the cancellation of a permit at any time.

The following document is an application to conduct your activity and does not constitute a permit.

Part 1: Applicant Details

Applicant/s Name

Address

Telephone (W) (H)

Mobile **Fax:**

Signature **Date**/...../.....

Part 2: Business / Commercial Activity Details

Business / Trading Name

ABN

Email

Type of Commercial Activity

Description of Activity

.....

.....

Equipment / materials, livestock to be used (incl. max. number)

.....

.....

Intended max. client capacity / session / day

Time of day / night for activity

Days of week for activity

Description of exact location/s of activity

.....
.....

(A map is to be attached to the application).

Part 3: Vehicle Details (for all vehicles used for commercial activities)

Vehicle Registration No/s

Make / Model / Colour of Vehicle/s

.....

Part 4: Other Requirements

(Please read the 'Commercial Activities on Rous Water Operational Land – **General Information**' and 'Commercial Activities on Rous Water Operational Land - **Commercial Operator Guidelines**' for your activity carefully and attach the required documentation to the application form when submitting):

Tick the following boxes where you have attached copies of relevant documentation as required:

☐ **Map of exact location where activity is to be conducted on (Rous Water Site Plan template).**

☐ **Qualifications (copies of these documents are to accompany application)**

- Industry accreditation / qualifications
- Licences / Permits for equipment, vehicle, etc.
- Required certificates for industry
- Senior First Aid Certificate.

☐ **Risk and Safety (Operations) Management Plan (to accompany application)**

- Risk assessment for activity (see addendum for template)
- Risk and safety management protocols
- First aid
- Emergency response
- Evacuation plan
- Operational procedures for activity (if required).

☐ **Insurance Requirements (to accompany application)**

- Current Certificate of Currency for Public Liability - \$10,000,000 (such policy to include Rous Water noted as an interested party). Please note as insurance is updated current Certificate of Currency must be lodged with Council at all times.

☐ **Other Permits / Licence / Relevant Documents** (to accompany application and be listed below).

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Part 5: Schedule of Fees and Charges

A non-refundable **Permit processing fee** is payable upon submission of your *Application for a Temporary Permit, For use of Rous Water owned or managed land – Commercial Activities*. The permit processing fee allows for the appropriate assessment of your proposed commercial activity.

The permit processing fee amount is specified in Rous Water's *Fees and Charges* schedule.

In addition the **Commercial Activity Permit Fee** must be paid in advance should the commercial activity proposed by the business be permitted by Council. The permit fee is an annual fee following successful reapplication by the proposed commercial activity business.

Please refer to Council's Fees and Charges for the Commercial Activity Permit Fee as it relates to your commercial activity.

DECLARATION

I / We have read and understood the *Guidelines for obtaining a Temporary Permit – for use of Rous Water Operational Land – Commercial Operator Guidelines*

I / We acknowledge that it will be my / our responsibility to ensure that all conditions of any approval granted are met prior to the commencement of my/our commercial activity and within the timeframes specified in that approval.

I / We have submitted our non-refundable permit processing fee with this application.

I / We certify that all of the information contained in this application is correct and accurate.

Any information or evidence required to assess this application has been provided.

I / We acknowledge that it will be my / our responsibility to ensure that all requirements and conditions of the Temporary Permit will be met.

I certify that I am the applicant or authorised to sign on behalf of the applicant.

Name:
(please print)

Signature: **Date:**/...../.....

ATTENTION: Applicant - Privacy Notification Form

The personal information that Council is collecting from you is personal information for the purposes of the *Privacy and Personal Information Act 1988* ("the Act"). The information may only be made available through this or other relevant Acts and Regulations that may apply.

The intended recipients of the personal information are: officers within Council; agents or data service providers engaged by Council. Council is collecting this information from you in order to process this Application.

You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the Act. Enquiries concerning this matter can be addressed to the General Manager's Group of Council. Council will consider any such application in accordance with the Act.

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Applicant Signature:..... **Date:**/...../.....

Office Use Only			
Amount Received:			
Receipt No:			
Receipt Type:			
Date Received:/...../.....	Received By:	