



ROADSIDE TRADING PERMIT APPLICATION

Please complete both pages of the application form

APPLICANT'S DETAILS:

Surname:		First Name:	
Postal Address:			
Suburb:		Postcode:	
Contact Details:	BH:	Mobile:	
	AH:	Email:	

COMPANY DETAILS:

Business Name:			
Business Trading Name:			
Address of Premises:			
Suburb:		Postcode:	
Contact Details:	BH:	Mobile:	
	AH:	Email:	
	Fax:	Food Act Registration No:	
	ABN:	ACN:	

PERMIT DETAILS:	Vehicle 1 (attach photo)	Vehicle 2 (attach photo)	Vehicle 3 (attach photo)
Vehicle Registration			
Vehicle Make or Model			
Colour of Vehicle			
Size of Vehicle (must not exceed the dimensions of a standard single car space)			
Main items being sold or copy of menu (e.g. tacos, flowers)			
Other items being sold (e.g. soft drink, lollies)			
EnergySafe Victoria compliance registration number (where applicable)			

PERMIT DETAILS:



Roadside Traders Permit fee (please tick the appropriate permit application type)	<input type="checkbox"/> \$2,500.00 – Per vehicle (non-refundable annual permit) <input type="checkbox"/> \$250.00 – Single use permit Invoice will be issued once application is approved.
Copy of current Public Liability Insurance (For an amount not less than ten million dollars \$10,000,000)	Permit will not be processed unless a copy of your insurance is provided
Copy of current Certificate of Registration of Food Premises (if applicable)	Permit will not be processed unless a copy of your certificate is provided

GENERAL CONDITIONS OF PERMIT:

Council reserves the right to alter or vary the permit at any time. Council will notify the permit holder 7 days before the permit is changed or varied.

Council reserves the right to cancel the permit and/or issue infringements at any time without refund of the permit fee if any of the following conditions are not adhered to.

- a) The permit holder must not conduct business outside the approved site locations;
- b) The permit holder must comply with Council's Health Department regulations;
- c) The permit holder must comply with all traffic regulations, including not restricting the flow of pedestrian traffic;
- d) The permit holder must not interfere with entry to or exit from any building or driveway;
- e) Permit holder must not operate outside of allowable trading hours* without prior permission from Council;
- f) Noise from the roadside trading activity must be kept to a minimum at all times;
- g) Any litter generated from or around the roadside trading site must be removed and disposed of by the permit holder. The area must be left in a neat and tidy condition.
- h) The permit holder must remove themselves from an area if requested to do so by an Authorised Officer.

* Trading hours 07:00am – 11pm Sunday to Thursday & 07:00am – Midnight Friday & Saturday.

DECLARATION: (please sign)

In consideration of a contract between Moreland City Council and the Applicant, the Applicant hereby covenants with Moreland City Council (Council) that:

- Council may require further information from me in support of my application;
- Council may refuse my application or grant a permit with conditions, which I agree to abide by; and/or
- A current copy of our Public Liability Insurance or Certificate of Currency showing a minimum of 10 million dollars (\$10,000,000) liability cover is attached to this application (and a copy of my Public Liability renewal will be provided to Council when my current policy expires).
- The Applicant agrees to indemnify and to keep indemnified, and to hold harmless the Council, its servants and agents, and each of them against all actions, costs, claims, charges, expenses, penalties, demands and damages whatsoever which may be brought or made or claimed against them or any of them arising out of, or in relation to the said contract.
- Agrees to adhere to all Council guidelines, Road Rules, Permit Conditions and safety requirements of the permit.
- Recognises the right of Council to cancel the permit if the conditions of this permit are not adhered to.

I have read and understood the Contract and associated conditions.

Full Name:		Signature:	
Position:		Date:	

ADDITIONAL INFORMATION FOR APPLICANTS:

Roadside Trader Permit Applications are not processed on the spot. Once the application has been approved, an invoice will be sent to you in the mail within 7 Business Days. Once payment is received, the permit will be issued.



Moreland
City Council

Moreland City Council
Municipal Offices
90 Bell Street
Coburg, Victoria 3058

Postal Address
Locked Bag 10
Moreland, Victoria 3058

Telephone: 9240 1111
Facsimile: 9240 1212

Location	Suburb	Near Park	Toilets	Max Number of Traders Allowed?	Comments
363C Blyth Street	Brunswick	YES	NO	2	Anderson Park (cnr Lygon and Blyth Sts) - on roadway
363C Lygon Street (west side)	Brunswick	YES	NO	3	Anderson Park (cnr Lygon and Blyth Sts) - on roadway
379 Albert Street	Brunswick	YES	YES	No Restriction	Clifton Park / Gilpin Park - on roadway
425 Victoria Street	Brunswick	YES	YES	No Restriction	West Brunswick Tennis Club / Raeburn Reserve - on roadway
Sparta Place / Tripovich Street	Brunswick	NO	YES	3	In car park outside cafe hours
Wilson Avenue	Brunswick	NO	NO	2	Between Black Street and Jewell Station on roadway
174 Donald Street	Brunswick East	YES	YES	No Restriction	Allard Park - on roadway
31 Kirkdale Street	Brunswick East	YES	YES	4	Kirkdale Park - on roadway
Albert Street	Brunswick East	YES	YES	No Restriction	Fleming Park - on roadway
Pitt Street (off Lygon Street)	Brunswick East	NO	NO	2	On roadway
Coburg Train Station	Coburg	NO	YES	2	Victoria Street- on roadway
Gaffney Street	Coburg	YES	YES	No Restriction	Harmony Park on roadway
Moreland Train Station	Coburg	YES	NO	4	Cameron Street - on roadway
The Avenue	Coburg	NO	NO	6	Kangan Batman TAFE - on roadway
Daley Street	Glenroy	YES	YES	No Restriction	ATC Cook Reserve on roadway



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Location	Suburb	Near Park	Toilets	Max Number of Traders Allowed?	Comments
Glenroy Road	Glenroy	YES	YES	No Restriction	Sewell Reserve on roadway
Cumberland Road	Pascoe Vale	YES	YES	No Restriction	Cole Reserve on roadway
Melville Road	Pascoe Vale South	YES	YES	2	Shore Reserve - on roadway

COLLECTION NOTICE

Moreland City Council is committed to protecting your privacy in accordance with the Privacy and Data Protection Act 2014 (Vic) and the Health Records Act 2001 (Vic). The personal information requested on this form is being collected by Moreland City Council for the purpose of reviewing your infringement appeal or any other directly related purpose under the Local Government Act 1989 or other relevant legislation or Act and may also be used to update your personal information otherwise held by Council (for example, contact details including email address, phone number).

The personal information may be disclosed to an appointed collections agency, Fines Victoria, Victoria Police or other Councils for matters relating to enforcement and collection of fees; and may also be used by Council for related purposes.

It will not be disclosed to any other external party without your consent, unless required or authorised by law. If the personal information is not provided your application for review cannot be processed.

You can gain access to your personal information you have provided to Moreland City Council and if you wish to alter it, please contact Council's Privacy Officer via telephone on 9240 1111 or e-mail at Privacyofficer@moreland.vic.gov.au.