



Traders and Performers Application

Applicant/Organisation

Contact Person

Event Name

Date of Event

Address

Phone

Mobile

Email

This form is for applicants wishing to apply for PERFORMERS and TRADERS PERMITS in the Shire of Collie. This form is for minor activities that do not obstruct everyday activity within the Shire, such as buskers, food stalls and vans, raffle sales and fundraisers.

On completion of this form you will be required to lodge it with the Shire. This application may be subject to conditions of approval. On approval, the Shire of Collie will outline the responsibilities of the applicant and the responsibilities of the Shire.

Please choose the application you are applying for:

Traders Permit Required for all sales of raffle tickets, food, goods and wares in the Shire of Collie.	
Performers Permit Required for performances of street entertainment, including busking, playing musical instruments, singing and acting.	

Please select the type of activity that will be undertaken:

Mobile Vendor Applies to all vehicles and roaming sales.	
Stall Holder Applies to stalls in public places and stalls within events.	

Please outline the nature of the activity and products on offer:

(E.g. Cake stall, fundraising collection, sausage sizzle, crafts, collectables, market event)

Is the position roaming or stationary?

Please outline the exact location(s) of the activity:

(Address, nearest intersection/ grounds/ landmark/ park etc.)

Please Note: Trading must not occur within 400 metres of an existing retail outlet of a similar nature, unless prior permission has been sought.

Number of staff or assistants:

Proposed days and dates of operation:

Proposed hours of operation:

from _____ am/ pm to _____ am/ pm.

Name of local authority with which your food business is normally registered:

(If applying for a permit for a food van or stall)

Name of the business on the certificate:

Please indicate attached documents (if applicable):

- Required copy of public liability insurance (some activities may require public liability insurance. If unsure if required, please contact the Shire of Collie)
- Attached copy of food business registration.
- Application fees (applies to all **for profit** traders)
- Attached copy of Standard Lotteries (Raffles) Application to Department of Racing Gaming and Liquor (**You will not require this permit if the total prize value is less than \$200**)

Please note, the Shire of Collie encourages minimising the use of all single use plastics. Please endeavor to minimise the use of single use plastics at your event. The Shire of Collie may be able to provide red cycle, organics and recycling bins upon request.

Please indicate the period of permit required & fees that apply to the activity:

Not for profit fee exemption	
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(Not for profit organisations are exempt from application fees).

Fee Type and Length of Permit	Amount GST Included	
Application Fee Applies to all <u>for profit</u> traders.	\$24.00	
1 Week	\$19.20	
1 Month	\$72.00	
3 Month	\$132.00	
6 Month	\$240.00	
1 Year	\$438.00	
Total fee owing for this permit:		

(All for profit traders and performers must pay the application fee and permit length fee).

Acknowledgement

I declare that all details in the form are true and correct. As the permit holder I indemnify and shall hold indemnified the Shire of Collie and the Minister for Lands from and against all actions, claims, demands, losses, costs and expenses which the Shire or the Minister for Lands sustains or incurs as a result of the approved activity.

Signature of Applicant(s):

Date:
