Shire of Collie
Explore. Discover. Connect.

ABN 80 581 297 683
87 Throssell Street, Collie WA 6225
Mail to: Locked Bag 6225, Collie WA 6225
P (08) 9734 9000 E colshire@collie.wa.gov.au
www.collie.wa.gov.au

STALL HOLDER PERMITS AND TRADING APPLICATION FORM

ACTIVITIES IN THOROUGHFARES AND PUBLIC PLACES AND TRADING LOCAL LAW 2012

(Application to be submitted no later than 10 working days prior to trading)

Please email your application to colshire@collie.wa.gov.au

PERMIT HOLDER'S DETAILS			
Name/s			
Postal Address			
Telephone	**Home:**	**Mobile:**	
Email			

APPLICATION DETAILS			
PERMIT TYPE	☐ **Trading Permit**	☐ **Stall Holder Permit**	☐ **Performers Permit**
ACTIVITY TYPE	☐ **Mobile Vendor**	☐ **Stall Holder**	☐ **Information/Salesperson**
NATURE OF ACTIVITY	☐ **Food Stall**	☐ **Raffle**	☐ **Fundraising**
	☐ **Other:**		
LOCATION OF ACTIVITY			
NUMBER OF STAFF/ASSISTANTS		**DATES & HOURS OF OPERATION**	

PERIOD OF PERMIT REQUIRED & FEES				
☐ **Application Fee (Commercial/For Profit Only) - $87**				
☐ **Application Fee (Including Permit Fee) - Not-for-Profit Organisations - $50**				
☐ **Application Fee (Including Permit Fee) - Local Community Groups & Local Fundraising – FREE**				
PERMIT LENGTH				
1 Day - $20 ☐	**1 Week - $80** ☐	**1 Month - $240** ☐	**1 Year - $2 000** ☐	
☐ **Application Fee – Signage – 1 Year - $150**				
☐ **Application to Amend an Issued Trading Permit - $87**				
TOTAL				

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APPLICATION REQUIRMENTS	
☐ Copy of Third-Party Public Liability Insurance (minimum $10 million)	☐ ACNC Charity Registration (Not-For-Profit Only)
☐ Copy of Standard Lotteries (Raffles) Application (where required)	

ADDITIONAL INFORMATION – MOBILE VENDOR (FOOD BUSINESSES)			
LOCAL AUTHORITY (Where Food Business is registered)			☐ Copy of current Food Business Certificate supplied
FOOD BUSINESS RISK CATEGORY	☐ HIGH	☐ MEDIUM	☐ LOW
For information on food business risk classification, please contact your Local Government Environmental Health Officer, or the Department of Health.			

DECLARATION	
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
Office Use Only	Received By: Date Paid: Reference Number: