



Mansfield Shire

Application for Footpath Trading Permit

Organisation (if applicable) _____ App'n Date: _____
 Applicant Name: _____ Permit Fee: _____
 Address: _____ Receipt No.: _____
 _____ (200102.82)
 Postal Address: _____
 Phone No.: _____
 Email address _____
 Date(s) Required _____

Permits will be issued in accordance with the Mansfield Shire Council Amenity, Environment and Community Protection Local Law No. 1 2018

PART B – Public Places & Roads

Trading Activities.....
 Advertising signs / A-Frames
 Alfresco Dining & Footpath Seating
 Trade Displays
 Ancillary items – umbrellas, bollards, heaters, barrier screens, awnings, blinds
 Planter boxes
 Mobile Trader.....
 Display, provide or sell any goods or services
 Commercial Health & Fitness Provider

OTHER :



Please provide all relevant details relating to your permit application including dates, times, locations, etc:

Sketch location of proposed activity and if relating to outdoor trading details of sign/tables/barriers etc. in relation to shop front noting the following:

- | | |
|--|---|
| <input type="checkbox"/> Pedestrian Zone (min 1800mm) | <input type="checkbox"/> Setback to side boundary 500mm |
| <input type="checkbox"/> Kerbside zone 400mm
1500mm | <input type="checkbox"/> Setback to disabled parking/loading zone |

Sketch proposed location:

The following must be provided with this application:

- A copy of your **current Public Liability insurance**, for a minimum of **\$20,000,000**, to indemnify Council against all actions, costs, claims, charges, expenses and damage whatsoever which may be brought or made or claimed against Council or the applicant/user or both arising out of the works being undertaken. *(If the permit relates to an activity conducted in a public place)*
- A detailed plan of the proposal must be supplied.
- I/We agree to the Conditions of the Permit

Fees applicable 1 July 2021 to 30 June 2022

Note: All annual permits are due 1 September for payment and renewal. Registration Fees paid after 31 March each year shall only pay a pro rata fee based on a per month or part thereof basis.

Advertising signs / A-Frames	Annual permit	\$90.00
Alfresco Dining & Footpath Seating	Annual permit	\$150.00
Trade Displays	Annual permit	\$150.00
Ancillary items – umbrellas, bollards, heaters, barrier screens, awnings, blinds, planter boxes	Annual permit	\$90.00
Mobile Trader	Initial permit/business	\$75.00
Mobile Trader – ongoing permit per week	Per business/week	\$75.00
Mobile Trader – Council event, market or Festival day	Per event	\$0.00
Commercial Health & Fitness Provider	Annual Fee	\$280.00

Permit applications must be made a minimum of 28 days prior to the proposed activity commencing. URGENT consideration of an application (less than 28 days) will attract an additional fee of \$100. Permit fees are set in Council's Fees & Charges 2022-2023.

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Elevation of Footpath Showing Zones

