



Application Form Reserves or Foreshores

In order to meet Local Government Act 1999 requirements over Council held land ('Community Land') and to make available all land on an equal and fair basis, Council has introduced a permit and license system. You will need to formally approach Council at least four weeks before the intended use.

I (the permit holder) for and on behalf of
..... (organisation, business, group)
of (address)
(postal address)(p/code)
of(phone)(mobile)(fax)
(email)

hereby make an application to the City of Onkaparinga requesting the use of:
..... (location/reserve name/address)

On (proposed dates)/..../..... to/...../..... between the hours of am/pm and am/pm
for the purpose of:

Required information:

- Marquee or other structure(s)? Yes No Only weighted marquee permissible
- Music/PA system? Yes No If yes, what type (small PA, band)?
- Is food to be sold? Yes No
- Recycle / litter bins required? Yes No If yes, state number required:
..... recycle waste

Please provide any other details we may need to consider:
Anticipated attendance:

Full details of function/event:

Please complete the 'event summary' section on this form. For **major events** (200+ patrons) a site plan detailing location of temporary structures eg stage, stalls, amusement rides etc **must** be provided to council. Please give full details of your event, including types of activities.

The following information should also be noted:
A maximum term of three days will apply to a successful applicant.

In order for council to consider an application requesting use of community land, the following items **must be** enclosed with this form:

- details of insurance held – note: \$10,000,000 minimum public liability required (please include a copy of your insurance cover)
- completed 'event summary'.

Any event that is new, unusually large or controversial may require consultation with the community affected. The organiser should not advertise the event or make financial commitments before obtaining an approval from council.

