

**** Please allow two (2) weeks for request to be considered ****
****We endeavour to support all requests, however in some instances the proposed use of Council land may not be deemed appropriate and therefore may not be approved****

APPLICANT DETAILS:

I/We (the "Applicant"):			
Organisation: (if applicable)		ABN:	
Postal Address:			
Daytime Contact Number:		Email Address:	

Hereby make application to the City of Onkaparinga (the "Council") for an Authorisation to alter the road/s at:

Use dropdown arrow to select site	Use dropdown arrow to select site
Use dropdown arrow to select site	Use dropdown arrow to select site
Use dropdown arrow to select site	Use dropdown arrow to select site

****Maximum of six (6) road verge locations per Event****

(the "Approved Banner Locations") pursuant to Section 221 of the *Local Government Act 1999*.

Note 1: The Act provides that a road extends from property boundary to property boundary and includes the carriageway, footpaths and verges.

Note 2: The following are considered road altering activities pursuant to the Act where it is an offence to undertake them without an Authorisation from the Council.

Note 3: Development Approval is required for any temporary banners larger than 2 square metres in area (for more information contact the Council Duty Planner on 8384 0666)

The Nature of the Proposed Alteration is to erect temporary banners at the Approved Banner Locations on the road/s affixed to star droppers to advise the community of the following:

_____ (the "Event")

to be held on _____ 

Banner/s wording (in full): _____

Banner/s size: _____ cm x _____ cm

For a period of two weeks from _____ to _____ including the date of removal ("the Term")



ATTACH THE FOLLOWING ITEMS: *(Indicate using tick boxes that items are attached)*

- Copy of proposed Banner
- Copy of public liability insurance to a minimum of \$20,000,000.00
- Evidence of payment of **application fee of \$40 per fortnight** (non-refundable). To arrange payment you may visit one of our Council offices or call 8384 0666 and ask to speak with front counter staff who can arrange payment, quote 'PEREXE'. Include your receipt number here as evidence_____.

Please submit application:

By post, email or fax to:

Permits and Licences Officers
City of Onkaparinga
PO Box 1
NOARLUNGA CENTRE SA 5168
Fax 8382 8744
Email mail@onkaparinga.sa.gov.au

The issuing of this Authorisation is subject to:

- A. The Applicant agreeing to the **General Conditions** of Authorisation as contained herein;
- B. The Applicant paying the application fee, which once paid is non-refundable even if the Applicant determines not to use this Authorisation. If a higher fee applies in accordance with Council's fees and charges, a separate invoice for the balance will be provided by Council.

General Conditions of Authorisation:

The Applicant further agrees:

1. For the term of the Authorisation, to comply with all applicable industry standards, health or safety standards, current standards of Standards Australia or any applicable Codes of Practice.
2. To ensure that all works carried out are undertaken to the highest standard and are carried out promptly and with all due care, skill and diligence.
3. To ensure that any alteration to the road/s does not interfere with or cause damage to or in any way affect the property of any other person or cause any traffic disruption.
4. To comply with any direction given by any authority, statutory authority or Council to remove, maintain or otherwise modify the alteration to the road/s subject to this Authorisation.
5. For the term of the Authorisation, to maintain all fixtures and equipment erected or installed, or vegetation planted, in good condition and to recognised standards.
6. That all fixtures and equipment erected or installed in, on, across, under or over the road/s remain the property of the Applicant pursuant to Section 209 of the *Local Government Act, 1999*.
7. To indemnify the Council, its servants and/or agents against all actions, costs, claims and demands for injury, loss or damage arising out of any negligent act or omission of the Applicant in relation to the alteration to the road/s, the granting of this Authorisation and the general conditions contained herein and such indemnity shall be in addition to any statutory immunity in favour of the Council.
- 8. For the Term of this Authorisation, to take out and keep current a public liability policy of insurance for a minimum of \$20 million in respect of any negligent act or omission of the Applicant in relation to the alteration to the road/s or any activity arising out of or from the granting of this Authorisation by the Council. This Authorisation will be invalid until evidence of such insurance has been provided to Council (provide when submitting this request).**
9. This Authorisation does not confer on the Applicant any exclusive right, entitlement or interest in the road/s and does not derogate from the Council's powers arising under the *Local Government Act, 1999*.
10. If an Approved Banner location has four Banners in place at any one time an alternative location may be nominated by the Council (Applicant to be advised by Council if this applies).
11. The Applicant must keep this Authorisation and produce it upon request to an authorised Council officer and comply with any authorised Council officer's requirements.
12. The Applicant must mark on the back of the Banners the wording quoted below, inserting the Authorisation Number and the Term as detailed on the last page of this Authorisation. Failure to do so may result in the Banner being removed upon inspection by an Authorised Council Officer:
"Authorisation Number from/...../20..... to/...../20..... for an Event on/...../20.....".

13. The Council does not accept any responsibility or liability for vandalism, damage or theft to the Banners, which are erected at the Applicants own risk.
14. At the end of the Term or earlier termination of this Authorisation to remove the Banners erected on the road/s and to reinstate the road/s to the satisfaction of the Council at the Applicant' sole cost. If the Applicant does not undertake reinstatement works as requested to the satisfaction of the Council, then the Council may undertake the works and reserves the right to recover the costs from the Applicant as a debt.
15. This Authorisation may be revoked immediately (without written notice) by the Council if the Applicant fails to comply with any condition in this Authorisation and the Applicant has no right of recourse against the Council, nor any right for financial reimbursement.
16. This Authorisation cannot be assigned or transferred wholly or in part.
17. This Authorisation does not permit a community event to be held on Council land (for approval a separate permit is required).

In making this application, I/we acknowledge that I/we have read, understand and agree to be bound by the Conditions of the Authorisation and declare that the particulars provided by me/us with regard to the Proposed Alteration are true and accurate.

Dated the _____ Day Of _____ 20__

Signed by Applicant/s _____

Name/s _____

OFFICE USE ONLY

Term – from _____ to _____

Authorisation number: _____ (refer clause 12)

Insurance received – YES / NO

Authorisation – APPROVED / DENIED

Signed for and on behalf of

CITY OF ONKAPARINGA

Team Leader Property Transactions

Date: _____ Fee Paid: _____ Receipt number: _____

ECM Ref: _____