

LOCAL GOVERNMENT ACT 1995

**City of Melville
Activities in Thoroughfares, Public Places and Trading Local Law 2014**

Is this an application for a Fixed or Mobile Trader?

Fixed

Mobile

Section 1. Applicant Details

Proprietor's Full Name (person's name):			
Trading Name:			
Applicants Residential Address:	Unit no.	Street no.	Street name
	Suburb		Postcode
Postal Address: (If different to residential address)			
Phone:		Mobile:	
Fax:		Email:	

Section 2. Details of Location(s) of Trading

Location(s) of Proposed Trading (submit site plan):
Proposed Date/s of Operation:
Proposed Hours of Operation:
Proposed number, names and addresses of assistants:

Section 3. Details of Trade

Nature of proposed goods, wares or merchandise to be sold:
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Additional Requirements and Information

Fixed Trader:

PLEASE NOTE: the following 5 information items MUST be provided in writing with this application, or it will not be processed.

1. Copy of public liability insurance certificate of currency
2. Written permission from the owner of the land to trade at proposed location(s)
3. Description and dimensions of any proposed stand, table, structure or vehicle used for Trading
4. Copy of a site plan
5. Dimensions of any proposed stand, table, structure or vehicle used for Trading

Mobile Trader:

PLEASE NOTE: the following 2 information items MUST be provided in writing with this application, or it will not be processed.

1. Copy of public liability insurance certificate of currency
2. Details/locations or an itinerary of proposed trading areas
3. Dimensions of vehicle used for Trading

OFFICE USE

Health Application Number: _____

CS/CA Officer: _____

Trading Application fees (all fees applicable as indicated below):

Note: Fee Increases may apply 1 July each financial year and the annual charge is calculated prorata.

Mobile Trading: \$115 Application fee + \$915 Annual Charge

Fixed Trading: \$115 Application fee + \$250 annual fee

Dimensions of structure used for trading in a fixed location: _____
(Refer to plans)