

**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:  \$110 Application fee + \$900 Annual Charge

Fixed Trading:  \$110 Application fee + \$240 annual fee

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