

1. Contact must be made with Council's Recreation and Facilities Coordinator on 6578 7290 to discuss the project prior to this application being completed.
2. Consideration will be given to projects that align with Council's Delivery Program & Community Strategic Plan.
3. The applicant should read and understand all of the information set out in the application form prior to lodgement.
4. Multiple applications will be required for activities reasonably separable in terms of timing, administration, liability, conditions or other relevant factors deemed by Council's Authorising Officer.
5. No works are to commence until a permit is authorised by Council.
6. A minimum of 15 business days is required to assess the application.

Name/s (individual or company name in full)				
For companies, contact name				
Postal address				
ABN:	Suburb			
	State		Post Code	
Contact phone number				
Mobile number				
Email address				

<input type="checkbox"/> Electrical	<input type="checkbox"/> Plumbing	<input type="checkbox"/> Construction
<input type="checkbox"/> Turf Management	<input type="checkbox"/> Other :	
Detailed description of the works (additional pages may be attached if required):		
Estimated cost of works:		

## Location of Proposed Works

Building/ Reserve Name:						
Address:						
Office use only:	Lot:		DP:		Parcel:	

## Duration of Proposed Works

Proposed Start Date:	
Proposed Completion Date:	
Proposed Hours of Work:	

## Contractor/Building Details

Company Name			Contact Person		
Licence Number		Business Phone		Mobile	

Copies of the following contractor documentation may be requested (as appropriate) prior to permit approval:

- Training records, tickets and licenses
- Insurances including:
  - Public Liability to a minimum limit of \$20,000,000.
  - Workers Compensation
  - Motor Vehicle
  - Professional Indemnity to a minimum limit of \$10,000,000
- Risk Assessments / SWMS / SOPs
- Management Plans (relating to safety, emergency, environment, equipment, operational matters)
- Quotation
- Specification of Works
- Site Plan
- Confirmation that Dial Before You Dig have been contacted – provide reference details or plans
- List of relevant materials required for Works
- Any other Approved plans and/or documentation that relates directly to the application of works

**Privacy and Personal information Protection Notice:** The information provided may contain personal information as defined under the Privacy and Personal Information Protection Act 1998 (NSW). The purpose of collecting this information is to enable Council to consider matters under related legislation, issue related documentation where required and other associated matters as provided by law and will be utilised by Council officers in assessing the proposal and other associated activities. The information may also be made available to other persons in accordance with the relevant Acts and regulations, such as the Government Information (Public Access) Act 2009 (NSW) and will be stored in Council's record system.

## Applicant Declaration

I/We have read and understand the conditions of this permit and undertake to abide by and comply with all the conditions contained in this document.

I/We further undertake to abide by and comply with any special conditions of approval which the council may impose as part of this approval agreement.

The details I have provided are correct and I have read and understand all information provided in this application.

Signature of Applicant/s: \_\_\_\_\_ Date: \_\_\_\_\_

## Office Use Only

The application for approval, as set out above, is granted, provided that the works are performance in accordance with the information included in this application and the special conditions of approval attached.

Approval	Signature	Date
<b>Coordinator Recreation and Facilities</b>		
<b>Coordinator Asset Strategy and Planning</b>		
<b>Manager of Infrastructure Services</b>		