

Application for Trader’s Permit

City of Belmont Consolidated Local Law 2020

To: Chief Executive Officer

I, _____
(full name)

of: _____
(business/stall name)

of: _____
(residential/street postal address)

Phone No: _____

Email Address: _____

hereby apply for a Trader’s Permit under the *City of Belmont Consolidated Local Law 2020*.

Details of Proposed Trading:	
Method of trading (e.g. mobile sales or selling from a fixed site/s):	
Location (address) or part of the City for which a Trading Permit is required:	
Description of stand, table, structure or vehicle proposed to be used by the applicant: (If use of a vehicle is proposed, please provide vehicle make and registration number)	
Kind of goods or services intended to be sold or hired: (If sale of food is proposed, a copy of the applicant’s current Food Business Registration plus documented evidence of food safety training documents must be provided)	
Names of any assistants:	
1:	
2:	
3:	



Period of Trade:	
Proposed days / dates of operation:	
Proposed hours of operation:	
Period for which the Trading Permit is sought:	

Supporting Documents	Tick if attached
An accurate plan and description of all proposed stands, structures or vehicles which may be used for the proposed trading (please include photographs where possible);	<input type="checkbox"/>
Details of arrangements made in respect of public liability insurance to the minimum value of \$20 million dollars. Where the City of Belmont deems that the applicant will be constructing a structure on council owned or vested land, such as the setting up of a marquee, the public liability insurance must be endorsed in the name of the City of Belmont.	<input type="checkbox"/>
A copy of the current Food Business Registration and food safety training documents, if sale of food is proposed.	<input type="checkbox"/>

_____ Applicant Signature

Dated: _____

Fees: Trader's Permit Application fees

FEE SCHEDULE

Permit	\$40
- Additional Fee per day	\$40
- Additional Fee per week	\$50
- Additional Fee per month	\$100
- Additional Fee per annum	\$1,000
On Council Land:	
- Display of goods for the purposes of offering, inviting or soliciting sale or hire, in an area of up to 20m ²	\$150
- Display of goods for the purposes of offering, inviting or soliciting sale or hire, in an area of greater than 20m ²	\$150 + \$10 per m ² exceeding 20m ² of area
Outdoor Eating Facility On Council Land:	
No fee, however, a Certificate of Currency for Public Liability insurance must be provided.	