

**\*Privacy Collection Notice:**

Logan City Council is collecting your name, the name and location of your business in accordance with the *Local Government Act 2009* (the Act) and Council's Local Laws in order to assess your application for licence. The information will only be accessed by employees and/or Councillors of Logan City Council for Council business related activities only. Your information will not be given to any other person or agency unless you have given us permission, or we are required by law.

I am making this application to transfer as I am the:

- Current licensee / proprietor (seller) LL9 S11(1), LL12 18(1) or  
 Proposed Proprietor (purchaser) LL9 S11(7), LL12 18(7)

**NOTE:** If there are any proposed alterations to the design or fit out of the existing premises a transfer application **cannot be made**. A new application is required.

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## Section 1 – Current Licensee / Proprietor (Seller) Applicant Details\*

\*I/We being the holder of the certificate of licence/permit, the particulars of which are set out below, hereby make application for the transfer to the person/company set out in Section 3 and consent to this application being made. (If the transfer is being requested by the purchaser complete the details of the current licensee/seller).

# **NOTE:** mandatory Fields

#Full Name:

#Trading Name:

#Premises Address:

ABN / ACN:

Name of Shopping Centre (If applicable):

#Phone number:

#Mobile number:

#E-mail:

#Current Licence or Permit Number

Vehicle Registration Number:

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## Section 2– Particulars of Licence or Permit

- Accommodation Premises - commercial (LL9, 9.10)  
 Events (LL9, 9.8)  
 Itinerant Vending - food vehicles (LL9, 9.3, LL12, 12.1)  
 Markets (LL9, 9.8, LL12, 12.1)  
 Outdoor Dining - on Council footpath/public place (LL 12, 12.1)  
 Relocatable home park / camping ground (LL9, 9.17)  
 Swimming Pool - commercial (LL9, 9.8)

**NOTE:** If you wish to conduct your activity in a Council Park, you will need to apply for approval from Council's Parks Branch. Please contact 3412 3412 for further details

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### Council use only

LOGAN CITY COUNCIL  
 PO Box 3226  
 LOGAN CENTRAL DC QLD 4114  
 ABN 21 627 796 435  
 logan.qld.gov.au

Doc#10390517 / File #878465-1  
 Health, Environment & Waste Branch  
 Enquiries: Environmental Health  
 TEL: (07) 3412 3412  
 Email: council@logan.qld.gov.au

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 Dynamic, City of the Future



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## Section 3 – Proposed Proprietor (Purchaser) Applicant Details\*

# **NOTE:** mandatory Fields

#Full Name: [REDACTED]

#Trading Name: [REDACTED]

#Premises Address: [REDACTED]

#ABN / ACN: [REDACTED]

Name of Shopping Centre (If applicable): [REDACTED]

#Phone number: [REDACTED]

#Mobile number: [REDACTED]

#E-mail: [REDACTED]

Vehicle Registration Number (if applicable): [REDACTED]

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## Section 4 – Transfer Request by the Purchaser

If the transfer is being requested by the purchaser please provide the following:

Date of purchase/settlement of premises/business [REDACTED]

#Attach to this application a statutory declaration under the *Oaths Act 1867* providing the reason why the current licence holder is not making this transfer. (LL9 11(7), LL12 18(7)).

#Provide a copy of valid public liability insurance relating to the operation of the activity to the value of \$20,000.000.

The purchaser agrees to indemnify the local government for any damage or claims resulting from transferring the licence/permit. (LL9 11(8); LL12 18(8))

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## Section 5 – Authorisation

### Current Licensee / Proprietor / Seller

Name in full: [REDACTED]

Licensee's signature: [REDACTED]

Date: [REDACTED]

### Proposed Proprietor / Purchaser

Name in full: [REDACTED]

Licensee's signature: [REDACTED]

Date: [REDACTED]

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## Section 6 – Property Information Search

To establish the viability of purchasing a business, it is strongly recommended that the potential purchaser apply for a PS2 - Non Residential Property Information Search. This search may provide the potential purchaser with either a database report or inspection report of the business for legal compliance pursuant to the relevant legislation.

For further information please contact Council on ☎ (07) 3412 3412.

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## Section 7 - Transfer Fees (Not subject to GST)

Local Law Licence Transfer Fee	\$ 136.00
Security Bond (Itinerant vending / outdoor dining / business activity on Council property)	\$ 785.00

### Payment Options



**Paying by Mail:**

Make your cheque or money order payable to LOGAN CITY COUNCIL.  
Complete the application form and return it to Council.



**Paying by Phone:**

Call Logan City Council on (07) 3412 3412 to pay with Mastercard or Visa. Please ensure you also return the signed application form and return it to Council.



**Paying in Person:**

Cash, cheque, money order, EFTPOS, Mastercard or Visa.

Please ensure you also return the signed application form and return it to Council.

**Council's Administration Centre**

150 Wembley Road, Logan Central, 8am to 5pm weekdays (except public holidays), or

**Council's Customer Service Centres**

18-22 Honora Street, Jimboomba, 8am to 4.45pm weekdays (except public holidays), or  
105 George Street, Beenleigh, 8.am to 4.45pm weekdays (except public holidays).

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