

City Standards & Animal Care Branch

Application for Permit

Business on a Public Place – Stall, Busking, Touting or Distribution of Business Advertising Publications

Local Law No. 12 (Council Property and Other Public Places) 2003

logan.qld.gov.au

Instructions:

Please complete this application in BLOCK LETTERS, tick boxes where applicable, and attach required further information. If you have any specific enquires regarding this application please contact Council's Customer Service Centre on telephone (07) 3412 5318.

Section 1 - Applicant Details*

***Privacy Collection Notice:** Logan City Council is collecting your personal information for the purposes of performing its functions in assessing your application. Your personal information may be accessed by employees, contractors, and/or Councillors of Logan City Council, and other Government agencies. Your personal information will be handled in accordance with the Information Privacy Act 2009 (Qld) and may be released to other parties where Logan City Council is required or authorised by law to do so. For more information on Council's Privacy Policy, see <https://www.logan.qld.gov.au/about-council/contact-us/privacy>

Applicant Name: _____

Corporation Name: _____

ABN No. _____

Postal Address: _____

Contact telephone: _____

Email address: _____

Signature: _____

Date: _____

Section 2 - Location of the Proposed Activity

Road/Public Place: _____

Near: (street number / intersection) _____

Suburb: _____

Postcode: _____

Section 3 - Details of the Proposed Activity

Stall

Busking

Touting

Distribution Business Advertising

Days and hours of operation

Section 4 - Specific activity details

Stalls - dimensions and construction of table or bench for the stall

Busking - experience of the applicant, type of instruments to be played, frequency

Touting - provide further information about the application

Distribution of Business Advertising Publications - provide further information about the application

Section 5 - Site plan

Provide a site plan, include street names (and street numbers if applicable).

Section 6 - Public Liability Insurance.

You must provide a Public Liability Insurance certificate of currency with the sum insured to be a minimum of \$10 million and note the interests of Logan City Council.

Note: Applications are unable to be processed until the Public Liability Insurance certificate of currency has been received.

Under the local law, a person must not carry on a business on a public place without a permit. A business includes the exhibition of a sign or advertisement. A public place includes roads, footpaths and premises owned or occupied by Council.

Section 7 - Documents to include with the application

Please ensure that the following documents are attached with your application:

- Site plan of where the proposed activity will be conducted - and closest street numbers, intersection or land mark.
- Evidence of current public liability insurance
- Evidence of registered charity or non-profit organisation status (as applicable)

Completed applications must be submitted at least 10 business days before the proposed activity is to commence to allow sufficient time for the assessment processes.

Section 8 - Application Fees

The following application fees apply:

Application fee - Ordinary - Stall	Each application	\$591.00
Application fee - Ordinary - Busking	Each application	No fee
Application fee - Ordinary - Touting	Each application	\$301.79
Application fee - Ordinary - Distribution of Business Advertising Publications	Each application	\$301.79
Application fee - Registered charitable organisations, churches, non-profit organisations	Each application	No fee

Notes:

Registered charitable organisations, churches, non-profit organisations receive a NIL permit application fee for temporary business (i.e. Stall, Busking, Touting, Distribution of Business Advertising Publication) on a public place activity applications.

A pro-rata application fee will apply within 6 months from the next Licence/Permit renewal date (30 June) as follows:

- **Within 6 months of the next renewal date – 50% fee applies**
- **Within 3 months of the next renewal date – 25% fee applies**

- ATO documentation will confirm if a charity has "Endorsement as an income tax exempt charity".
- An ABN search will identify if the organisation is considered a charity or non-profit organisation for ATO purposes:
<http://www.abr.business.gov.au/>

To ensure prompt processing, please enclose the correct fee with the application.

Disclaimer: Should approval be given to this application, such approval does not extend to approving any other statutory or Local Government requirements relating to the activity.

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 5318 to pay with Mastercard or Visa. Please ensure you also return the signed application form to Logan City Council, PO Box 3226, LOGAN CITY DC QLD 4114



Paying in Person:

Cash, cheque, money order, EFTPOS, Mastercard or Visa. Complete the details on this application form and present this to:

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, 8:00am to 4:45pm weekdays (except public holidays), or
105 George Street, Beenleigh, 8:00am to 4:45pm weekdays (except public holidays).

General information on the different permit types

STALL PERMITS

A stall is a booth, bench, table or stand on which merchandise is displayed or exposed for sale.

To carry on this activity in a public place, a permit is required from Council.

Any booth, bench, table or stand must not:

- obstruct pedestrian movement on a footpath
- obstruct driveways
- obstruct vehicle movement
- distract motorists

Upon approval of a permit, Council may impose these and any other conditions.

BUSKING PERMITS

A busker is an entertainer who gives impromptu performances in streets, parks, etc.

If busking involves the soliciting or receipt of money in a public place, a permit is required from Council.

Buskers are not permitted to:

- use amplification devices
- use abusive or offensive language
- use dangerous items in a performance, such as knives or fire
- disrupt retailers
- display items for sale or distribute flyers

Upon approval of a permit, Council may impose these and any other conditions.

Buskers can keep any money they receive during a performance.

TOUTING & BUSINESS ADVERTISING PUBLICATIONS PERMITS

Touting means to approach another person and publicise either verbally or in writing a business, commercial or trade activity.

To carry on this activity in a public place, a permit is required from Council.

Touters are not permitted to:

- use amplification devices
- use abusive or offensive language
- use dangerous items to demonstrate their business, commercial or trade activity
- disrupt retailers
- display items for sale
- allow flyers, business advertising publication or other distribution materials to become litter

Upon approval of a permit, Council may impose these and any other conditions.

A **business advertising publication** means a publication that publicises any business, commercial or trade activity. **Publication** means any printed matter or written matter and includes a book, pamphlet, leaflet, circular, handbill, notice, ticket, voucher, pass, advertisement, poster, magazine or other periodical publication but does not include a newspaper.