



**PART C – LOCATION AND SCHEDULE**

**PREFERRED LOCATION** \_\_\_\_\_

(if Itinerant Trader, please refer to the list of locations approved by Council *Policy 6.9 – Itinerant Trading*)

**BACK UP LOCATION** \_\_\_\_\_

**AREA IN SQUARE METERS TO BE OCCUPIED** \_\_\_\_\_

**SCHEDULE OF ACTIVITY** below (dates, days of week, time) or attach details to this application:

**PART D – FEES 2024/25**

Application fee		
Permit amendment application fee	\$58	(non-refundable)
Itinerant Traders Approved Locations permit fees:	\$34	(non-refundable)
Per Day	Local Businesses	Non-Local Businesses
Per Week	\$100	\$150
Per Month	\$500	\$750
6 Months	\$1,050	\$2,250
Annual	\$2,450	\$3,500
Wedding permit: per permit	\$140	
Activity on Local Government Property: per sq.m per day Coastal	\$1	
Parks (other than Federation)	\$1	
Federation Park	\$5.50	
Busker/Raffle tickets	\$2.25	

**APPLICATION CHECK-LIST:**

- Completed and signed application form
- Copy of Public Liability Insurance Certificate of Currency (min cover \$20mil)
- Detailed Site-plan (showing the location and any equipment set-up)
- Payment of application fee (\$58)

The application can be submitted to the **Shire of Exmouth in person, via post to PO box 21, Exmouth WA 6707** or via e-mail to [info@exmouth.wa.gov.au](mailto:info@exmouth.wa.gov.au). Upon receipt of the application an officer will contact you to arrange the payment of the application fee. Please note that the date of payment is considered as the date the application received.

<b>Permit fee calculation</b>		<b>TOTAL permit fee:</b>	
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## IMPORTANT NOTE:

Activity on Local Government Property / Itinerant Trader Permit may be subject to the following minimum conditions:

- Permit being displayed in a conspicuous place at all times of trading/activity;
- Permit must be made available for inspection upon request by a Council officer or a police officer;
- No permit is transferrable;
- Failure to comply with any condition of the permit will result in the permit being revoked;
- Permit holder must abide by all state and federal legislation. The issue of this permit does not absolve the permit holder or their agents from any other overriding legislation;
- Permit holder not occupying an area greater than requested;
- A clear path for pedestrian and vehicular access being maintained at all times;
- Permit holder being responsible for maintaining the area in a clean and sanitary condition to the satisfaction of the Shire's Environmental Health Officer;
- Permit holder having Public Liability Insurance (min cover \$20,000,000) relating to the approved activity;
- Permit holder indemnifying the Shire of Exmouth in respect of any injury to any person or damage to any property that may occur in connection with the use of the Public Place;
- Permit is valid only for the times and dates stated on the permit;
- Permit conditions may be amended at any time by the issuing authority with or without consultation with the permit holder;
- Any changes to circumstances that would affect the validity of the permit must be notified to the Shire of Exmouth immediately;
- Members of the public must not be harassed.