

Shire of Kondinin
Public Places and Local Government Property Local Law
Application for a Street Trader License (Clause 3.1)

Details of Applicant	
Name of Business:	
Address of Business:	
Postal Address (if different from above):	
Name of Proprietor/ Applicant (in full):	
Name of Additional Proprietor (in full if applicable):	
Phone:	Mobile:
Email:	
ABN/CAN (if applicable):	
Details of Trading Operation	
Proposed date(s):	
Proposed hours of operation:	
Details of Trading Location NB: If no address is provided application cannot be assessed	
Address of proposed location:	
Details of Trading Activity	
Type of stall (please tick)	
<input type="checkbox"/> Vehicle/ trailer- (make and rego number _____) <input type="checkbox"/> Temporary structure such as marquee, tables etc.- (provide a plan with details of fixtures & fittings)	
Type of goods/ food offered for sale:	

Documentation required to be submitted with this form:

- Site plan depicting proposed trading location
- Where trading is from a temporary structure a copy of the floor plan including details of equipment, fixtures and other fittings
- Photos of the vehicle, trailer or temporary structure
- Food businesses must provide a copy of their Food Business Registration Certificate
- Copy of Public Liability Insurance

Failure to provide the above information may result in delays to your application.

Lodging this form

In Person: Kondinin Shire Office
 11 Gordon Street, Kondinin
P: (08) 9889 1006

Hyden Shire Office
 12 McPherson Street, Hyden
P: (08) 9880 5160

By Mail: PO Box 7, Kondinin
 By Email: cso@kondinin.wa.gov.au

PO Box 4, Hyden
hylib@kondinin.wa.gov.au

Charities and Community Associations

All fees are waived for charities and 'community associations'.

In this context 'community association' means an institution, association, club, society or body, which are of a charitable, benevolent, religious, educational, recreational, sporting or other like nature.

- I certify that I am representing the above charity or community association and therefore request a waiver of the fees.

Signed: _____

Date: _____

LICENSE FEES

To calculate the license fee, please refer to the following table:

For a period of One week or less	For a period of One Month but greater than One Week	For a period, greater than One Month \$60.00 per month or part thereof up a maximum \$600.00 in any One Year.	Maximum Charge per License Application
\$30.00	\$60.00		\$600.00

TOTAL FEE PAYABLE

Application Fee (non-refundable)	\$
License Fee (from above)	\$
Total	\$

Payment Options:

Pay in Person:

Pay via cash, EFTPOS, cheque or credit card at the cashier at either Shire Offices at the above addresses between (Kondinin) 8:30AM and 4:30PM; (Hyden) 10:00AM and 4:30PM, Monday to Friday.

Pay by Credit Card:

For credit card payments not made in person please ensure your contact details (mobile/ phone/ email) are provided on the application form, as you will be contacted by a member of the Shire's Customer Service team to arrange payment once your application has been received.

Please note that payment must be received before your application can be assessed.

Important Information:

It is the businesses responsibility to comply with all legislation requirements.

Applications for new licenses will be carefully considered to ensure the selected location is suitable for the intended activity. Applications assessed as being not suitable, posing a risk to public or inconsistent with stated objectives will not be supported. In addition to this license it may also be necessary to obtain separate Planning approval.

Should you have any queries regarding any of the above, please do not hesitate to contact the Shire of Kondinin's Environmental Health Officer on roeeho@corrigin.wa.gov.au or the Shire's Manager of Planning & Assets on mpd@kondinin.wa.gov.au .