



APPLICATION FOR STREET STALLS NON-COMMERCIAL USE

818 Pacific Highway, Gordon NSW 2072 | Locked Bag 1006, Gordon NSW 2072
T 02 9424 0000 F 02 9424 0001 Gordon TTY 02 9424 0875

E recreationbookings@kmc.nsw.gov.au W www.kmc.nsw.gov.au ABN 86 408 856 411

Name of Business/Organisation:

Contact Name :

Address of Organisation :

Phone :

Email :

Raising funds on behalf of :

Description of activity :

Requested Dates & Locations

(locations as per approved sites)

Request 1

Date of Use

Location :

Request 2

Date of Use

Location :

Request 3

Date of Use

Location :

Request 4

Date of Use

Location :

**** Note a maximum of 4 requests can be made per applicant per submission.**

I have attached the following required documents : -

Letter of authorisation from represented charity/organisation

Evidence of Public Liability Insurance

Council requires Public Liability Insurance of a minimum \$20 million for subject Permit Area. A copy of a Certificate of Currency for Public Liability Insurance is to be attached to this

I declare that all of the particulars and information supplied in connection with this application are correct. Further, I acknowledge that I am aware of my obligations under the Disability Discrimination Act.

Signature :

Date :

GUIDELINES FOR THE NON-COMMERCIAL USE OF COUNCIL FOOTPATHS

1. Introduction

Ku-ring-gai Council is committed in encouraging the use of its footpaths for non-commercial use. This may include the distribution of general information by schools, religious organisations and political groups or fund raising activities by community groups or charitable organisations.

These guidelines have been developed to encourage the use of Councils footpaths and to provide a means by which Council can monitor and regulate this use.

2. Purpose of these Guidelines

The purpose of these guidelines are to:

- Inform and advise the community of the requirements when applying to use Council controlled footpaths for non-commercial activities throughout the Ku-ring-gai Local Government area.
- Control and encourage the distribution of information and the establishment of street stalls in a safe and non-obtrusive manner.
- Facilitate the appropriate use of Council controlled footpaths

3. Aims and objectives

The objectives of these guidelines are to:

- Promote a high quality visual environment
- Ensure that pedestrians are not unduly obstructed
- Ensure that non-commercial activities are compatible with other community uses of public space
- Ensure that adjoining businesses and nearby residents are not inconvenienced or disrupted
- Clearly communicate Councils intentions and responsibilities for the non-commercial use of its footpaths
- Ensure the appropriate use of Councils footpaths
- Ensure the easy regulation of these sites.
- Ensure that a safe space is available to organisations using the footpath area
- Ensure that these areas are maintained in a suitable manner.
- Encourage the use of these locations to the community.

4. Locations

The following sites are approved by Council:

*Preferred locations due to higher foot traffic **highlighted***

Gordon	Civic Square (cnr Pacific Hwy & Park Ave.)
Gordon West	Duneba Avenue Shopping centre
Lindfield	Tryon Road, at a minimum distance of 10m from Lindfield Ave.
Lindfield East	Hughes Place between properties 3 & 5 on grassed area.
Lindfield West	Moore Avenue between properties Nos. 28 & 30
Pymble	Grandview Street near properties Nos 49 or 63
Pymble West	Phillip Mall Shopping Centre, Kendall Street
St. Ives	Warrimoo Avenue and Dalton Road (local shopping centre)
Roseville	Hill Street near property No. 59
Roseville East	Babbage Road between properties Nos 23 & 25
Turramurra	Rohini Street near Post Office
Turramurra	Rohini Street on railway side (minimum 10m from pedestrian crossing.)
Turramurra	William Street at minimum 10m from Pacific Highway
Turramurra	Eastern Road Shopping Centre (opposite Chemist)
Turramurra North	Bobbin Head Road near property No 245
Turramurra South	Auluba Road Shopping Centre (near property No 217B Kissing Point Road.)
Wahroonga	Railway Avenue (outside IGA Supermarket)
Wahroonga East	Hampton and Gladys Avenues (local shopping centre)
Wahroonga South	Fox Valley Road Shopping Centre (outside Food and Liquor)

5. General information

- These sites are restricted to non-commercial or charitable organisations.
- Sites are limited to those approved by Council.
- Separate application needs to be made for sites not on this list.
- Amplified music or the use of PA systems is not allowed.
- If packaged food is being sold, those items must clearly identify the contents of those items.
- The operator should take all reasonable precautions to ensure the good conduct of employees or volunteers during the period of use.
- A minimum of 2m clearance for pedestrian access should be provided.
- Street stalls should not exceed 3m in length or .75m in width inclusive of seating required.
- The approved permit is to be displayed at the stall.

6. Advertising

Advertising, which includes advertising by way of an A-frame, pole poster or sandwich type, is not permitted.

7. Waste management

The location is to be left in a clean and fit state by the applicant during and upon departure of the site.

Any rubbish generated must be removed by the applicant and must not be placed in Council street litter bins.

8. Insurance

The organisation must provide Council with evidence of \$20 million Public Liability policy or any amount as Council may stipulate from time to time.

Evidence of the policy, by way of a certificate of currency, should include Ku-ring-gai Council as an insured party and be included in the application.

9. Application Process

Application forms and information can be obtained from Council's Customer Service Centre, 818 Pacific Highway, Gordon or telephone 9424 0000.

Applications in writing must provide the following information:

- Requested location(s)
- Dates and times requested
- Evidence of Public Liability Insurance
- Letter of authorisation from the represented charity/organisation
- The nature of the street stall or of the information being distributed
- Name of the organisation including the details of the principal contact during the period of use.