

Temporary Entertainment Event Application

Subordinate Local Law 1.12 (Operation of Temporary Entertainment
Events) 2011

Collection Notice: Council requires the personal information requested on this form for the purpose of assessing your application and administering licenses and approvals in the region. The information will not be disclosed to any other party unless required by law.

Application is for:

- Holding a temporary entertainment event 0-999 persons
 Holding a temporary entertainment event 1000+ persons

OFFICE USE ONLY

Applicable fee: \$

Applicant/s details (for a company or registered organisation)

Company name:
 ACN/ ARBN/ IA:

Title Mr Mrs Ms Miss Other (specify)

Family name:
 Given names:
 Position:

I declare that I have the authority to sign on behalf of the company or registered organisation and that the information provided in this application to be true and correct.

Signature: _____ Date: ____ / ____ / ____

Applicant/s details (for individual/s)

Title Mr Mrs Ms Miss Other Mr Mrs Ms Miss Other

Family name:	Family name:
Given names:	Given names:
Position:	Position:

I declare that the information provided in this application to be true and correct.

Signature: _____	Signature: _____
Date: ____ / ____ / ____	Date: ____ / ____ / ____

Applicant contact details

Business Private

Contact person:		
Postal address:		
Locality/ Suburb:	State:	Postcode:
Phone:	Mobile:	
Fax:	Email:	

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Receipt number:	Date:
Assessment number:	Lot/Plan:

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Temporary entertainment event details

Statement of the nature of entertainment (e.g. markets, festival, sporting competition or event, etc.):			
Street address:			
Locality/ Suburb:	State:	Postcode:	
Property Lot and Plan:			
Proposed date/s (please ensure all dates are covered within the period of your public liability insurance):			
Start time of activity:	am/pm	Finish time of activity:	am/pm
Expected attendance rate of event:			
Advertising signs details (e.g. size, location and method of installation):			
Onsite waste disposal methods and facilities details (please identify in your entertainment event plan):			

Ownership of the relevant land

Is the applicant or Council the owner of the place? Yes No (please complete below)

Owner name:
I hereby consent to the applicant as described on page 1 of this application form to apply for approval to operate a temporary entertainment event at the above mentioned property.
Signature: _____ Date: / /

Public Liability Insurance

Please attach a copy of your Broadform Public Liability Insurance Certificate of Currency. The sum insured is to be a minimum of \$10 million and must note the interests of Somerset Regional Council.

Note: Applications submitted without their Broadform Public Liability Insurance Certificate of Currency will not be processed until it has been received.

Amendments (if applicable)

Provide details of proposed amendments and plans (if required)

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Attachments for applications

Item	Yes	No	N/A
1. Broadform Public Liability insurance certificate of currency with a minimum cover of \$10 million and notes the interests of Somerset Regional Council.			
2. One copy of the plan of the property or venue used for the temporary entertainment event which details; The boundaries of the place, the water supply system for the place, the position of waste containers at the place, advertising devices proposed for installation or display about the temporary entertainment event, the sewerage system for the place which includes the position of each sanitary convenience place, details and drawings of buildings and structural elements of the place, and the nature of each installation at the place which is to be used for the preparation or sale of food.			
3. A detailed statement of the nature of the entertainment to be provided at the place of the temporary entertainment event and opening hours for the public.			
4. Written consent of the property owner for the place of the temporary entertainment event (if applicable).			
5. One copy of your temporary entertainment event management plan.			
6. A list with; the name, street address, telephone number, facsimile number, and email address, of each person or business who will operate at the temporary entertainment event.			
7. Other relevant supporting information (letters of support, police approval, etc.).			
8. Details of how you will address the additional assessment criteria listed in subordinate local law (attached).			

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Assessment Criteria

Standard	Details of compliance
The design and construction of the place of the temporary entertainment event must be safe and appropriate to the nature of the entertainment proposed and the number of people expected to attend the place.	
Entertainment of the kind proposed must not unreasonably detract from the amenity of the area in which the entertainment is, or is proposed to be, situated.	
Entertainment provided at the place must not generate significant noise, dust or light pollution or other significantly adverse effects on the surrounding neighbourhood.	
There must be enough toilets and sanitary conveniences, complying with standards and requirements imposed by the local government, for the use of the public (please contact Council for further details).	
Adequate provision must exist for the disposal of waste generated by the use of the place for the temporary entertainment event.	
Adequate provision must exist for people and (if relevant) vehicles to enter and leave the place for the temporary entertainment event.	
<p>The applicant for the approval must nominate a person who is responsible for:</p> <ul style="list-style-type: none"> a) Ensuring compliance with the authorising local law before, during and after the event; and b) Handling general complaints which may be received; and c) Liaising and communicating with the local government or an authorised person. 	
The operation of the temporary entertainment event must be lawfully conducted on the place identified in the application.	