

WTA Mobile Vendor Permit Application Form

1) Application Details *(tick one box which applies to the application you are making)*

<input type="checkbox"/>	Annual Permit Application
<input type="checkbox"/>	Annual Permit Renewal
<input type="checkbox"/>	6 month Permit
<input type="checkbox"/>	Single day – Application and Permit
<input type="checkbox"/>	Multi day – Application and Permit (up to 3 days in a financial year)
<input type="checkbox"/>	Amendment of Licensee Details (Transfer of Permit) Existing Licence Number:
<input type="checkbox"/>	Amendment of Premises (Alteration to premises structure) Existing Licence Number:

2) Applicant Details

Applicant Name(s)						
Name of person applying for Permit (if a corporation or incorporated association)						
ABN / ACN (if a corporation or incorporated association)						
Postal Address						
Email Address						
Telephone	(h)		(m)		(w)	
Applicant Signature					Date	

* Note that a business name and Trustee is not a legal entity and cannot make application / hold a licence.

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Owner: Coordinator Communities	Authorised By: Superintendent	Next Review Due: 7 December 2019

3) Business / Trading Details

Business Trading Name					
ABN / CAN (if a corporation or incorporated association)					
Street Address					
Postal Address					
Email Address					
Contact Person					
Telephone	(h)		(m)		(w)

4) Details of proposed business activity

Products and / or services to be sold. (List all)	
Proposed operation particulars (days, times) <i>* Must be in accordance with the WTA Policy.</i>	
Proposed operating locations <i>(identified by maps in WTA Policy)</i>	<input type="checkbox"/> John Evans Drive Round a bout
	<input type="checkbox"/> Kumrumja Park
	<input type="checkbox"/> Weipa Storm Surge Shelter carpark (opposite Hibberd Park)
	<input type="checkbox"/> Andoom Oval Special Events area
	<input type="checkbox"/> Other <i>Note that applications requesting approval for locations outside of the Policy may require separate approval under the Weipa Planning Scheme and as such, Permits will not be approved without land owners consent, relevant site maps AND approval by WTA's Planning Officer. (Provide details):</i>

Details of how waste produced by the business and their customers will be managed and disposed of. <i>* Ensure to detail hard and liquid waste.</i>						
Business Licences held for this mobile business. (if relevant: Food Business Licence, Trade Waste Permit, Personal Appearance Services Licences) <i>* Include licence and permit numbers and if obtained outside of Weipa</i>						
Vehicle details <i>* Include trailer as a separate line</i>	Make		Model		Rego	
Stall details <i>* Detail type/construction of stall/vehicle to be used (if any). Ensure to submit plans.</i>						
Signage to be displayed (if any) <i>* Provide details of signage, how it will be secured and where it will be located.</i>						

5) Public Liability Insurance			
A copy of a current \$20,000,000 Public Liability Insurance Policy noting "RTA Weipa Pty Ltd in its capacity as the Weipa Town Authority" as an "interested party" must accompany all applications.			
Name of Insured Company			
Name of insured			
Policy Number			
Amount		Expiry Date	

6) Transfer of Permit – Previous business and licensee details

Previous Trading Name			
Previous Individual Name or Corporation Name			
Previous ABN / CAN			
Phone		Mobile	

Previous licensee declaration and signature (previous licensee to complete and sign) – Please note that if not completed or signed, WTA cannot progress with the Transfer of Permit.

I / We hereby declare the information I/we have provided is true and correct. By signing this form, you are agreeing that you are no longer responsible for the ownership/operation of the business listed in the application form and agree to relinquish all rights and responsibilities in relation to this business activity to the applicant listed on this application form.

Applicant One	Applicant Two (if applicable)
Name of Individual or Agent/Consultant	Name of Individual or Agent/Consultant
Name of Signatory (if applicant is a Corporation)	Name of Signatory (if applicant is a Corporation)
Position (eg. Proprietor, Director, Manager)	Position (eg. Proprietor, Director, Manager)
Signature	Signature
Date	Date

7) Amendment Details (Attach photographs / plans / specifications to support application)

8) Applicant Declaration and Signature (new licensee)

I / We hereby declare that any permit issued pursuant to this application shall be subject to the following conditions:

- The approval holder shall, at all times, hold harmless and keep indemnified the WTA, its members, employees and agents from and against all actions, suits, proceedings, claims, demands, losses, costs, charges and expenses which may be taken against, made on or suffered by it or any of them directly or indirectly on account of or in respect of or arising out of any act, matter or thing done or omitted to be done by the approval holder or agents or employees or any of them in connection with any activity carried out or purporting to be carried out under the permit or in the observance, fulfilment, non-observance or non-fulfilment of any condition of the approval.
- The approval holder shall ensure a Public Liability Insurance Policy taken out by him / her / the corporation to the minimum value of twenty million dollars is kept in force for the whole of the period that the approval covers, and notes "RTA Weipa Pty Ltd in its capacity as the Weipa Town Authority" as an "interested party".

I/We hereby declare the information I / we have provided is true and correct. I/We agree to abide by the conditions of the approval/permit set by WTA.

Applicant One	Applicant Two (if applicable)
Name of Individual or Agent/Consultant	Name of Individual or Agent/Consultant
Name of Signatory (if applicant is a Corporation)	Name of Signatory (if applicant is a Corporation)
Position (eg. Proprietor, Director, Manager)	Position (eg. Proprietor, Director, Manager)
Signature	Signature
Date	Date

Lodgement Details (OFFICE USE ONLY)

Date of Lodgement	
Received By	
Accompanying Documents Provided	YES / NO
Approved By	

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