

Carols In The Park 2018 Event

Please return to Glandore Community Centre

V7.0



PO Box 21, Oaklands Park
South Australia 5046

245 Sturt Road, Sturt
South Australia 5046

council@marion.sa.gov.au
www.marion.sa.gov.au

Phone +61 (08) 8375 6600
Fax +61 (08) 8375 6699

I, _____ <small>(Applicant's Name)</small>	for and on behalf
_____ <small>(Organisation, Business, Group)</small>	_____ <small>(herein after called the permit holder)</small>

Your Address:	_____		
Phone No:	_____	Mobile Phone No:	_____
Email:	_____		

Hereby make application to the **City of Marion** for the purpose of:

<small>(Name of Event or Type of Event)</small>			
To be held at	Glandore Community Centre <small>(Location / Reserve Name)</small>	on the	5 / 12 / 2018 <small>(Date)</small>
between the hour of	5.30 pm	And	til dark

If food and/or drink is to be supplied, provide details:	_____
If music will be played, please provide details:	_____
If any amusement structures / rides (eg Jumping Castles etc) will be used, provide details:	_____
Other requirements: (eg. access to power)	_____

The issuing of the permit is subject to:-

- A. The permit holder agreeing to the General Conditions of the permit as contained herein.
- B. The permit holder agreeing to all Special Conditions which the Council may determine.
- C. The permit holder paying the prescribed fee.
- D. The permit holder providing a copy of all appropriate insurances as required by either the General Conditions or Special Conditions of permit.

General Conditions of Permit:-

1. The permit holder agrees to indemnify and to keep indemnified the City of Marion, its servant and agents and each of them from and against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against them or any of them arising out of or in relation to the issuing of the permit.
2. The permit holder shall take out and keep current a public risk insurance policy in the name of the permit holder insuring the permit holder for the minimum sum of ten million dollars (\$10,000,000) against all actions, cost, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against the permit holder in relation to the activity.

3. The permit holder must provide confirmation of insurance to the City of Marion. Such policy shall bear the endorsement of the Insurer indicating the Insurer accepts the indemnity given by the permit holder.
4. The permit holder, where appropriate, shall ensure that it is licensed or registered to carry out the activity authorised by the issuing of this permit.
5. The permit is **not** transferable
6. The permit holder shall comply with and give all notices required by any Act of Parliament, Ordinance, Regulation or By-law relating to the activity.
7. No food or drink will be offered for sale by any permit holder without the prior approval of the City of Marion.
8. No music system, amplified sound or amusement structure is to be used by any permit holder without the prior approval of the City of Marion.
9. Stalls and exhibitors sites will be allocated by the City of Marion and no allocated site/s may be altered with the approval of the City of Marion.
10. The permit holder shall ensure that the site/s are left in a clean and tidy condition at the end of the event. Failure to do so may result in cleaning / reinstatement fees being charged.
11. The use of power by permit holders shall not exceed that agreed to and approved by the City of Marion.
12. This permit is liable to be revoked by the City of Marion if the permit holder fails to comply with a condition of this permit or may be revoked in any other justifiable circumstance.
13. This permit will not come into operation until proof of the appropriate insurance has been provided to the City of Marion and a copy of this document, signed by the City of Marion has been returned to you.
14. This permit does not provide exclusive access to the reserve / community land. The permit holder cannot restrict / prohibit other users to access the reserve / community land or use Council facilities.

I acknowledge that I have read and understand the permit conditions and agree to abide by and be bound by the said conditions.

Signed for and on behalf of the permit holder:			
Name:		Date:	/ / 2018
Position:		Signature:	

Permit Granted Signed by or on behalf of the City of Marion: (Office Use Only)			
Name:		Date:	/ / 2018
Position:		Signature:	

Council Authorisation - Unit Manager – Open Space (Office Use Only)					
Insurance:	Yes / No	Permit:	Approved / Denied	Fee:	
Name:		Signature:		Date:	/ / 2018

Special Conditions

Site Requirements, Fees & Payment

Please indicate your site requirements by ticking the relevant box. Fees must be paid in advance. If you require additional space to below allocations, please discuss with centre staff.

Please return application by COB

Friday 2 November 2018 to City of Marion c/- Glandore Community Centre 25 Naldera St, Glandore 5037

Unpowered 1.8 metre site	\$25.00	<input type="checkbox"/>
Powered 1.8m metre site	\$30.00	<input type="checkbox"/>
1.8 metre trestle	\$5.00	<input type="checkbox"/>
Food Van	\$30.00	<input type="checkbox"/>
Lawn area 3m x 3m	\$20.00	<input type="checkbox"/>

Payment

Produce Information

Please advise us of the products/produce you will be selling

Documentation

Please include photocopies of the relevant documents listed below with your application

- Insurance (Certificate of Currency - The certificate must have a minimum of \$10m, it is current Australia wide and date of cover on it)
- Local council licence/(registration) for food production and sale/local council food safety assessment certificate

You will be contacted for Payment once your permit request has been approved.

Payment can be made in the centre Monday – Friday 9- 4pm, over the phone by credit card or by sending a cheque to City of Marion c/- Glandore Community Centre 25 Naldera St Glandore 5037.

Cancellation Policy

Due to extreme weather conditions it is possible the event will be cancelled for safety reasons, in the event of this occurring a decision will be made by 2pm on the day, Coast FM will broadcast the cancellation, City of Marion will post it on Facebook or you can ring the centre for confirmation on 74206400.