



Application for a footway restaurant licence

Under the *Roads Act 1993 – Sections 125-127*

Fees are valid until 30 June 2010

About this form

Use this form to apply for a Licence permitting use of a footway for outdoor dining.

Lodgement & fees

Please follow the instructions on page 3.

Any questions?

Please telephone Customer Service on (02) 9391 7000 or visit our Customer Service Centre (see page 3).

▼ Applicant details

Applicant's name, address and contact details

Title: Mr Mrs Miss Ms Other:

Family name (or company):

Given names (or ABN):

Postal address:

..... Post Code:

Phone (1) (....) Fax (....)

Phone (2) (....) E-mail:

Contact person (Only if a company etc):

Address of shop/business operated by the applicant

.....

.....

Have you attached the details of your Development Consent?

YES NO

Development

Application number

DA:

▼ Conditions

Footway restaurant application and operation must be conducted in accordance with Council's *Policy and Procedures for Footway Restaurants and Display of Goods* which can be viewed on Council's website at: www.woollahra.nsw.gov.au or be obtained from our Customer Service Centre.

- 1) A Licence will only be issued to an applicant who:
 - a) operates a restaurant, café or shop from premises immediately adjacent to the footway; and
 - b) has received Development Consent for the intended use of the footway and provides details and plans. If Development Consent has not been obtained, a Development Application will need to be lodged.
- 2) Council's application fee must accompany the application.
- 3) If a Licence is issued, it will require the restaurant operator to pay a market Licence Fee (rent). The Licence Fee will be determined by an independent Valuer.
- 4) The applicant will also be required to meet Council's valuation and legal costs, including any Stamp Duty incurred in granting the Licence and these must be paid prior to issue of the Licence.

- 5) Prior to the issue of a Licence, the applicant will be required to obtain a Public Risk Insurance Policy in the amount of twenty million dollars (\$20,000,000) against any action that may arise from damage to property or injury to any person using the footway. Council must be nominated as an 'Interested Party' on the policy and indemnified against any claim.
- 6) The issue of a Licence in respect of a footway of a classified road will be subject to the concurrence of the Roads and Traffic Authority and in accordance with Council's Policy and Procedures for Footway Restaurants and Display of Goods.

▼ Signature and declaration

I, (the applicant) apply for consent to use the footway in the manner outlined in the accompanying Development Application/Consent. I declare that all the information given is true and correct. I have read, understood and accept the conditions as listed above. I accept that all these conditions must be complied with at all times.

I also understand that:

- if incomplete, the application may be delayed or rejected, and/or
- more information may be requested after date of lodgment.

Council's administration fee enclosed?
(see below)

Agreement to pay additional costs
(see below)

Copy of Development Application/Consent enclosed?

⊗ Signature:..... Date:.....

▼ How to lodge this application

Address the application to: The General Manager
Woollahra Municipal Council

You can send it to us by any of the following methods:

Post: PO Box 61
Double Bay 1360

DX: DX 3607 Double Bay

Courier or personal delivery: Council Chambers
536 New South Head Rd
Double Bay NSW 2028

Contact us by phone, fax or electronically

Phone: (02) 9391 7000
Fax: (02) 9391 7044
E-mail: records@woollahra.nsw.gov.au
Web: www.woollahra.nsw.gov.au
Who to contact: The Property Officer on 9391 7019

Fees
The fee for this application is \$330 plus an hourly rate.
If approval is granted and a licence agreement is required to be entered into by condition of approval, all legal and valuation costs of approximately \$750 will also be payable. These fees are calculated on the hourly rate and are payable before the release of any legal agreement. Protracted negotiations over 5 hours will be charged at \$55 per hour.

Payment methods
In Person
Payment can be made at our Customer Service Centre by the following methods: cash, EFTPOS, cheque, Money Order (make payable to Woollahra Council) or by credit card – American Express, Diners Club, MasterCard or Visa. Credit card payment will incur a processing fee.

By Mail
For credit card payments, please complete the attached "Credit Card Payment" form.
. For cheque payments, please make payable to Woollahra Council.

Acknowledgement
You will receive a receipt specifying the amount of fees paid. We will acknowledge that we have received your application and provide you with the registered number of the application and the name of the officer who will be dealing with your application.

Making a personal visit?
Woollahra Council is located at 536 New South Head Road, Double Bay. We look forward to seeing you.
Bus or Rail: Take the train to Edgecliff, then take the bus or walk from the interchange at the Edgecliff Centre.
Parking: Short-term customer parking spaces are available on site. On-street parking in nearby streets is also available.

Fees
Fees are valid until 30 June 2010 and include 10% GST where applicable.

The appropriate fee must accompany the application.

To be completed by Council's Cashier and Customer Service Officer. GST may be applicable (<i>refer receipt for details</i>) Retain your receipt as proof of lodgement of the application. <input checked="" type="checkbox"/> Receiving Officer: Date: <input checked="" type="checkbox"/> Cashier: Date:	OFFICE USE ONLY		
	Fee Type	Receipt Code	Fee \$
	Application Fee	T897	\$330.00
	Total:		
Acct No: 00768.1175			

▼ Privacy notification

The personal details requested on this form are being collected and will only be used for the purpose of processing your application. The supply of information by you is voluntary. If you cannot provide or do not wish to provide the information sought, the Council may not be able to process your application. Access to the information is restricted to Council officers and other authorised people. Council is to be regarded as the agency that holds the information. You may make application for access or amendment to information held by Council. You may also request Council to suppress your personal information from a public register.

This page has been left blank deliberately to assist with double sided printing.

