Footway Dining

Under Roads Act NSW 1993 Sections 125-127. Effective from July 2020 to June 2021

About this form

Use this form to apply for approval permitting footway dining.

For further information, please contact Customer Service Centre on (02) 9391 7000

Applicant details (The applicant is the person / company that will use the footway)

Title:

Full name:

Company name:
(if applicable)

Company contact:
(if applicable)

ABN / ACN:

Address:

Phone: Email:

Application details and checklist

1. Requested trading hours for proposed restaurant dining area:

   Day(s) of week: ☐ MON ☐ TUES ☐ WED ☐ THURS ☐ FRI ☐ SAT ☐ SUN

   Hours: Start: Finish:

2. Attach a site plan (to scale – an example can be found at www.woollahra.nsw.gov.au/footway-dining-conditions) ☐ Yes ☐ No

3. Attach colour photos of the proposed site, showing the condition / slope of the footway? ☐ Yes ☐ No

4. Attach details and images (eg seats, tables, umbrellas) proposed to be used in the footway dining area? ☐ Yes ☐ No

5. Attach Proof of Ownership of the restaurant business for the adjoining property? (eg Front page of lease and/or other documents) ☐ Yes ☐ No

6. Attach a copy of an ASIC report showing the name of the company, the ACN and company directors (if applicable) ☐ Yes ☐ No

7. Food Premises Registration number for the restaurant:

8. Liquor Licence Number (if applicable):
Development Application details required for pubs and small bars

If this application related to a pub or small bar, you must provide details of the Development Approval and liquor licence number below:

Do you intend to service liquor in the footway dining area?  ☐ Yes  ☐ No

Development Application number: 

Liquor Licence number: 

Additional information

Please provide any additional information relating to the service of alcohol in the footway dining area:


Conditions and supporting documentation

The full Footway Approval Policy and Conditions associated with this application can be accessed at:  

A sample site plan and sample Footway Dining Approval can be viewed at:  

Applicant’s declaration and signature

I, 

apply for consent to use the footway in the manner outlined in the accompanying details and plans.

I declare that all the information given is true and correct.

I have reviewed Council’s Footway Approval Policy and the Conditions relating to this application available at  

I have read, understood and accept the conditions, including as to the Roads Act NSW, Council’s Footway Approval Policy as amended from time to time. I accept that all these conditions must be complied with at all times, including if a Footway Approval Policy is granted to me/us.

I also understand that:

☐ If incomplete or inaccurate information is supplied, the application may be delayed or rejected, and/or

☐ More information may be requested after the date of lodgement

I have completed the Checklist for this application and confirm that all required associated documents have been included.

Applicant’s signature __________________________ Date ______________

Woollahra Municipal Council
### Fees (Fees are valid until June 2021)

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<tr>
<th>Type</th>
<th>Cost</th>
<th>Receipt code</th>
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<tbody>
<tr>
<td>Application fee</td>
<td>$350.00 plus hourly rate</td>
<td>T354</td>
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The fee for this application is an initial $350 plus, if approval is granted a square metre rate in the form of rent. If approval is granted, a Footway Approval is required to be entered into and rental will be payable.

### Privacy


### Lodgement details

**Mail to:** Woollahra Municipal Council  
PO Box 61 Double Bay 1360  

**In person:** Council Chambers  
536 New South Head Road  
Double Bay NSW 2028

**Email:** records@woollahra.nsw.gov.au  

**Website:** [www.woollahra.nsw.gov.au](http://www.woollahra.nsw.gov.au)

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

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**OFFICE USE ONLY**

Application fee (T354) Account No.00768.1175 - $350

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Are all the required supporting materials attached to this application?  
☐ Yes  ☐ No