



Activity Application Other Activities

Section 68 – Part F of the Local Government Act 1993

Effective from July 2025 to June 2026

About this form

Use this form to apply to:

- ☐ Operate a public car park
- ☐ Operate a caravan park or camping ground
- ☐ Operate a manufactured home estate
- ☐ Install a domestic oil or solid fuel heating appliance, other than a portable appliance.
- ☐ Install or operate amusement devices
- ☐ Use a standing vehicle or any article for the purpose of selling any article in a public place.
- ☐ Carry out an activity prescribed by the regulations or an activity of a class or description prescribed by the regulations

Documentation

You must attach all the required supporting documents.

Please call our Customer Service Centre on (02) 9391 7000 for any assistance.

Applicant's details

Title:

Full name:

Company name:
(if applicable)

Company contact:
(if applicable)

ABN / ACN:

Address:

Phone:

Email:

Site details

Location of proposed Activity: (attach plan to show precise location)

Detailed description of proposed Activity: (attach extra material if necessary)

Date(s) & time(s) required for proposed Activity:

Date:

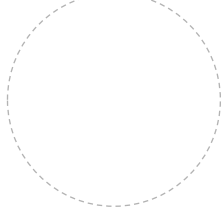
Start time:

Finish time:

Special requirements: (e.g. equipment)

Owners details, declaration and signature

Being the owner of the property to which this application relates, hereby consent to the making of this application.

Owner's name:	<input type="text"/>			 Affix Common Seal
Address:	<input type="text"/>			
Phone:	<input type="text"/>	Email:	<input type="text"/>	
Signature:	<input type="text"/>	Date:	<input type="text"/>	
Company name: (if applicable)	<input type="text"/>			
Position:	<input type="text"/>	ABN/ACN:	<input type="text"/>	

Fees

- \$391.95 for an application for a permit to use a standing vehicle or any article for the purpose of selling any article in a public place.
- \$675 + \$2.77 per parking space for an application to operate a public car park.
- \$213.40 application fee plus an hourly assessment rate of \$213.40 per hour or part of an hour for any of

Privacy and conditions of use

For more information about Privacy & Personal Information Policy: www.woollahra.nsw.gov.au/privacy.

Lodgement details

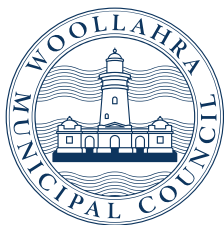
Who to contact:	The Building & Compliance officer in the Compliance Department handling your application. <i>If you wish to discuss a proposal with one of our Building & Compliance officers, it is essential that you arrange an appointment. We recommend that you consult with a Council Building & Compliance officer before lodging this application.</i>		
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	Telephone:	(02) 9391 7000
Website:	www.woollahra.nsw.gov.au		

Payment methods:

Payment can be made at our Customer Service Department by the following methods: cash, EFTPOS, cheque (make cheques payable to Woollahra Council), or credit card – American Express, MasterCard or Visa.

Credit card payments will incur a processing fee.

OFFICE USE ONLY	Fee type	Fee	Receipt code
To be completed by Council's Cashier and Customer Service Officer GST may be applicable (refer receipt) <i>Retain your receipt as proof of lodgement of the application</i>	Standing vehicle	\$391.95	T34
	Public car Park	\$675.00 + \$2.77/space	T34
	Other	\$213.40	T34
	Total:		
Cashier:	<input type="text"/>	Date:	<input type="text"/>



Payment Form

Payment methods

Payment in person at Council's Customer Service Centre can be made in cash, EFTPOS, cheque or money order or credit card (American Express, MasterCard and Visa).

Payment details

All credit card payments will incur a processing fee of 0.55%.

Separate cheques are required for integrated development fees to the relevant body. Cheques and money orders are payable to **Woollahra Council**.

Payments should be sent to Woollahra Council at: 536 New South Head Road DOUBLE BAY NSW 2028;
PO Box 61 DOUBLE BAY NSW 1360

Privacy notice

The personal information in this form is required under the Environmental Planning and Assessment Act 1979 and will only be used for processing of payments. If you do not provide the information, Council will not be able to process your payment and application. Payment information is restricted to Council officers. Council is to be regarded as the agency that holds the information. You may request amendment of any personal information held by Council that is incorrect.

Payment particulars

Payment for:

Council reference:

Application address:

Credit card details

Card type:

☐ Visa☐ MasterCard☐ American Express

Card number:

Cardholder name:

Expiry date:

Total amount paid \$:

CVV:

Cardholder signature:

Contact number

OFFICE USE ONLY

Cashier's name:

Cashier's signature:

Payment processed: Yes ☐

No ☐

Date: