

# Activity Application Place Waste Storage Container(s) in a Public Place

Under Section 68 – Part C3 of the Local Government Act 1993

Expiry Date: 30 June 2016

## About this form

Use this form to apply to place waste storage containers (eg. skip bins or the like) in a public place in the Municipality of Woollahra.

## Documentation

An insurance certificate that notes Woollahra Municipal Council as indemnified in an amount not less than \$10,000,000.00 against all public risk must be attached to this application.

## Any questions

Phone Customer Service on (02)9391 7000, or call in personally (see page 2)

## ▼ Applicant's Details

**1. Applicant's name, address and contact details.**

Title:            Mr     Mrs     Miss     Ms     ACN No: .....

Name of Applicant: .....

Address of Applicant: .....

..... Post Code:.....

Phone: (B) (....) ..... Fax: (....) .....

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

Contact person (Only if a company etc).....

## ▼ Type of Waste Storage Activity

**2. Type of Activity for which you are seeking Council Activity Approval.**

Place skip bins or the like in a public place

Place garbage receptacles or the like in a public place

Other (specify): .....

## ▼ Public Liability Insurance Details

**3. Public liability insurance name, address and contact details.**

Name of Insurer: .....

Address of Insurer: .....

..... Post Code:.....

Phone: (B) (....) ..... Fax: (....) .....

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

Contact person (Only if a company etc).....

**NB** Please attach a copy of insurance policy

Insurance Policy Number. ....

*Note: You must attach a copy of the Certificate of Currency for the insurance which must nominate Council as an insured interested party.*

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>  <input checked="" type="checkbox"/> Receiving Officer:..... Date:..... <input checked="" type="checkbox"/> Cashier:..... Date:.....	<b>Approval Granted</b>	<b>Fee</b>	<b>Receipt Code</b>	<b>OFFICE USE ONLY</b>
	Number:	\$1,640	536	
	Date:			
	Officer:			
	Date:			
Total:				

## 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 Road  
Double Bay NSW 2028

### How to contact us by phone, fax or electronically

**Phone:** (02) 9391 7000

**Fax:** (02) 9391 7044

**Email:** [records@woollahra.nsw.gov.au](mailto:records@woollahra.nsw.gov.au)

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

**Who to contact:** The Ranger handling your application in the Compliance section.

*If you wish to discuss a proposal with one of our Regulatory staff, it's essential that you arrange an appointment. We recommend that you consult with Council's Coordinator Regulatory Services before lodging this application.*

### Fees

A fee of \$1,640.00 is to be paid with this application. Applications must be submitted annually for approval to undertake this activity.

### 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?

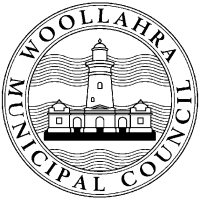
Woollahra Council is located at 536 New South Head Road, Double Bay. We look forward to seeing you.

**Bus or Rail:** Train to Edgecliff and 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.

## Privacy notification

The personal details requested on this form are required under the *Local Government Act 1993* and will only be used in connection with the requirements of this legislation. Access to this information is restricted to Woollahra Municipal Council officers and other people authorised under the Act. 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.



# Credit Card Payment Form

All credit card payment will incur a processing fee currently 1%

Payments should be sent to: Woollahra Council  
536 New South Head Road  
DOUBLE BAY NSW 2028

OR

PO Box 61  
DOUBLE BAY NSW 1360

OR

DX 3607 DOUBLE BAY

## Credit card payment

*This matter will not be processed until the credit card payment has been authorised*

Tick Applicable Credit Card	<input type="checkbox"/> AMERICAN EXPRESS	<input type="checkbox"/> DINERS CLUB	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> VISA																
Full Name on Credit Card																				
Credit Card No.				-																
Card Expiry Date			-			Total Amount Paid	\$													
Cardholder's Signature																				
Date					Contact Phone No.															

## Reason for payment

*Please indicate in this section the reason for the payment and any other applicable information.*

Payment For \_\_\_\_\_

Council Reference Eg. DA No.etc \_\_\_\_\_

Address (where applicable) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## PRIVACY NOTIFICATION

The personal details requested on this form are being collected, and will only be used for, the purpose of processing your payment. The supply of information by you is voluntary. If you cannot provide or do not wish to provide the information sought, the Council will not be able to process your payment. Access to the information is restricted to Council officers. 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.

OFFICE USE ONLY	Payment Processed	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Cashier	_____	
	Date	_____	