

# Trading Tables / Stallholders Permit

**Principal Office: Jamestown**

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**Postal Address:**

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[admin@nacouncil.sa.gov.au](mailto:admin@nacouncil.sa.gov.au)

Some common examples are: - **badge days, street stalls, trading tables, raffles etc.**

I \_\_\_\_\_  
(Name)

for and on behalf \_\_\_\_\_ "Permit Holder"  
(Organisation, Business, Group)

of Address \_\_\_\_\_

of telephone \_\_\_\_\_ Email \_\_\_\_\_

Hereby make application to the **Northern Areas Council**  
(Council)

for the purpose of \_\_\_\_\_  
(Name of Event)

to be held at \_\_\_\_\_  
(Location)

Date of Event \_\_\_\_\_ Between the hours of \_\_\_\_\_ and \_\_\_\_\_

If food and/or drink are to be sold, please provide details:

\_\_\_\_\_  
(Refer to General Condition 7)

If music will be played or amplified sound used, please provide details:

\_\_\_\_\_  
(Refer to General Condition 8)

Council will not normally provide power. If it will be provided, please provide the details:

\_\_\_\_\_  
(Refer to General Condition 11)

## **The issuing of this 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. A copy of this document signed for the Council has been returned to the permit holder.
- E. The Permit Holder providing to the Council evidence of all insurances as required by either the General Conditions or Special Conditions.

## **General Conditions of Permit:**

1. The Permit Holder agrees to indemnify and to keep indemnified the Council, its employees and/or agents 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 any activities under the permit or arising out of breach of any conditions attaching to 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 twenty million dollars (\$20,000,000.00) against all actions, costs, 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 Council. Such policy shall bear the endorsement of the Insurer indicating the Insurer accepts the indemnity given by the Permit Holder.

## TRADING TABLES / STALLHOLDERS PERMIT

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 applicable laws and also give all notices required by any legislation relating to an activity under the permit.
7. No food or drink will be offered for sale by any Permit Holder without the prior approval of the Council. Application for "Exemption from Food Safety Standard" to be completed and approved by Council. The Permit Holder shall read and comply with the requirements of Council's "Food Safety Tips for Outdoor Events", "What are Temporary Food Premises and the Requirements", "Temporary Food Premises and "Basic Requirements for Food Labeling" fact sheets.
8. No music system or amplified sound to be used by any Permit Holder without the prior approval of the Council.
9. Stalls, exhibitors, trading table sites etc will be allocated by the Council and no allocated sites may be altered without the approval of the Council.
10. The Permit Holder shall ensure that its site or sites are left in a clean and tidy condition at the end of the event. Failure to do so may result in cleaning fees being charged.
11. The use of power by Permit Holders shall not exceed that agreed to and approved by the Council.
12. This permit is liable to be revoked by Council if the Permit Holder fails to comply with a condition of this permit or may be revoked in any other justifiable circumstance

### Special Conditions of Permit Required by Council

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_

In making this application, the permit holder agrees to be bound by the conditions of the Permit and declares that the particulars provided by the permit holder with regard to the proposed event are true and correct. The person signing warrants he/she has authority to bind the permit holder for that purpose.

### Signed for and on behalf of the permit holder

Name \_\_\_\_\_ Date \_\_\_\_\_  
Position \_\_\_\_\_ Signature \_\_\_\_\_

### Signed by Authorised Office of Council

Name \_\_\_\_\_ Date \_\_\_\_\_  
Position \_\_\_\_\_ Signature \_\_\_\_\_

### Office Use Only Council Authorisation

Sale of Food/Drink	Approved / Denied / N/A	Playing of Music	Approved / Denied / N/A
Power	Approved / Denied / N/A	Insurance	Yes / No
<b>Permit</b>	<b>Approved / Denied</b>	Fee	_____
Signed	_____	Date	_____
		Booking Sheet Updated	_____