

Street Stall / Fundraising Application Form

Applicant Details

Applicants Name:			
Address:			
Club/ Association/ Company/ School (if applicable)			
Tel 1 (Home/Work/Mobile)	Email:		

Booking Details

Location of Stall _____ on			
Date ___/___/___	From ___ am/pm	To ___ am/pm	Number of People ___

Proposed Activity:			
Type of Activity:	Fundraising <input type="checkbox"/>	Street Stall <input type="checkbox"/>	

Hirers applying for a Concession: All previous hirers must submit complete and current documentation each year.

Please circle:

Y	N	I am applying for concession fee on behalf of a not-for-profit group
Y	N	I have attached the Certificate of Incorporation and Constitution for my group
Y	N	I have attached proof that the group is physically located within the Bayside Local Government Area or that at least 50% of its members reside in the Bayside Local Government Area
Please state how your organisation is providing a service or benefit to the communities of the Bayside Local Government Area:		
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Cost:

Street promotions/street stalls: **\$80.50 per day**

Office Use Only	Receipt No.	Date	\$
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Postal address

PO Box 21, Rockdale NSW 2216
ABN 80 690 785 443

Bayside Customer Service Centres

Rockdale Library, 444-446 Princes Highway, Rockdale
Westfield Eastgardens, 152 Bunnerong Road, Eastgardens

E council@bayside.nsw.gov.au

W www.bayside.nsw.gov.au

T **1300 581 299 | 02 9562 1666**

Telephone Interpreter Services: 131 450 Τηλεφωνικές Υπηρεσίες Διερμηνέων بخدمة الترجمة الهاتفية 電話傳譯服務處 Служба за преведување по телефон

Applicant Checklist

- A copy of current Public Liability Insurance for \$20 Million with Bayside Council as an interested party.
- If your street stall is for fundraising purposes, you must provide one or both of the following: Charitable Fundraising Number (CFN) obtained from the Office of Liquor, Gaming and Racing, contact number (02) 9995 0666 or email charity.inquiries@olgr.nsw.gov.au or a copy of your Certification of Incorporation.
- A site plan of the proposed area showing location of proposed chairs / table must be provided.
- If stall is to be placed outside a business, approval from the Business Proprietor must be received. Please attach Business Proprietors Approval with application.
- If you are fundraising on behalf of a registered charity you must also provide a "Letter of Authority to Fundraise" from that charity with your application.

Terms & Conditions – Street Stall / Fundraising

1. All Charitable Fundraisers must comply with the Charitable Fundraising Act by applying for an authority to fundraise. There are exceptions to this, which are listed in the Act or can be clarified by the Chief Secretary's Department, New South Wales Government.
2. If your organisation plans to conduct a raffle in conjunction with the street stall, you should ensure that the raffle complies with the rules and regulations of the Office of Liquor, Gaming and Racing (02) 9995 0300 or www.olgr.nsw.gov.au.
3. Permission shall be granted to one organisation only to conduct an appeal in any one suburb on any one date.
4. Only one (1) trestle table and two (2) small tables are to be used at any stall. These items must not obstruct public access.
5. The stall must not obstruct the footpath in such a way that pedestrians have to step onto the road to avoid the stall, an access corridor of at least 1.2 metres wide is to be provided.
6. The stall is not to block shop doorways or their advertising signs and if situated close to a shop the permission of the owner/manager/proprietor is to be obtained in writing prior the stall being erected. A copy of this permission must be provided if requested.
7. Loudspeakers shall **not** be used in connection with the appeal.
8. Pedestrians and members of the public must not be forced into participating in the stall and be provided with a clear opportunity to either accept or reject the offer. A refusal must be accepted courteously.
9. Collections are not to be conducted on roadways or median strips and under no circumstances is monies to be collected from a person occupying a motor vehicle while the motor vehicle is being driven on a public street or road, including a motor vehicle which is stopped at traffic lights or at an intersection.
10. The instructions of Council's Inspectors, officers and the Police are to be strictly adhered to.
11. Council reserves the right to refuse any such application received.
12. Council reserves the right to cancel such permission granted at any time.
13. Council provides permits for fundraising by cash donation and raffles only on Council open spaces and streets. No direct debit fundraising is permitted.
14. Any street stall selling food will need to comply with the requirements of the FSANZ Food Standards Code, Food Act 2003 and Foods Regulations 2004 which may apply to these types of operations. Please refer to the "Temporary Food Premises Code" booklet attached.

Declaration:

I have read the Terms and Conditions above and agree to abide by them. I agree to pay associated fees for Street Stalls.

Applicant's Signature _____	Date ____ / ____ / ____
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