



Activity Application Community Land

Under Section 68 – Part D, Local Government Act 1993.

Effective from July 2024 to June 2025

About this form

Use this form to apply to:

- Engage in a trade or business
- Direct or procure a theatrical, musical, or other entertainment for the public
- Construct a temporary enclosure for the purpose of entertainment
- For fee or reward, play a musical instrument or sing
- Set up, operate, or use a loudspeaker or sound amplifying device
- Deliver a public address or hold a religious service or public meeting

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:

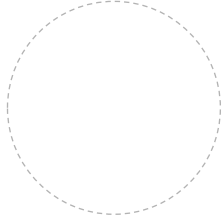
Start time:

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 style="width: 95%;" type="text"/>		 Affix Common Seal
Address:	<input style="width: 95%;" type="text"/>		
Phone:	<input style="width: 95%;" type="text"/>	Email: <input style="width: 95%;" type="text"/>	
Signature:	<input style="width: 95%;" type="text"/>	Date: <input style="width: 95%;" type="text"/>	
Company name: (if applicable)	<input style="width: 95%;" type="text"/>		
Position:	<input style="width: 95%;" type="text"/>	ABN/ACN: <input style="width: 95%;" type="text"/>	

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

I also understand that:

- If incomplete, the application may be delayed or rejected, and that
- More information may be requested within 21 days of lodgement.
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Fees

The fee for this application is \$208.00 plus an hourly rate of \$208.00 per hour or part hour of assessment.

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 Compliance officer handling your application in the Compliance section.

If you wish to discuss a proposal with one of our Compliance officers, it is essential that you arrange an appointment. We recommend that you consult with a Council Compliance officer before lodging this application.

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, 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.

OFFICE USE ONLY	Fee type	Fee	Receipt code
To be completed by Council's Cashier and Customer Service Officer	Application fee	\$208.00	T34
GST may be applicable (refer receipt)			
Retain your receipt as proof of lodgement of the application	Total		

Cashier: **Date:**

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: