

Use of Council Parkland / Reserve Land

PRIVACY NOTICE: SOUTH BURNETT REGIONAL COUNCIL IS COLLECTING YOUR PERSONAL INFORMATION FOR THE PURPOSE OF PROCESSING THIS FORM. COUNCIL WILL RETAIN THESE DETAILS FOR THE PURPOSE OF CONTACTING YOU WITH REGARDS TO ANY COUNCIL RELATED MATTERS. YOUR PERSONAL DETAILS ARE HANDLED IN ACCORDANCE WITH THE *INFORMATION PRIVACY ACT 2009* AND WILL BE USED FOR THE PURPOSES OF RESPONDING TO YOU AND WILL NOT BE DISCLOSED TO ANY OTHER PERSON OR AGENCY EXTERNAL TO COUNCIL WITHOUT YOUR CONSENT, UNLESS REQUIRED OR AUTHORISED BY LAW.

Applicant/s Details	
Title	Mr Mrs Ms Miss Other (specify) _____
Company or Family name:	
Given names:	
Address:	
Phone number:	Email:

I declare the information provided to be true and correct.

Signature:	Date:
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Event Details		
Name of Park / Reserve:		
Street Address of Park / Reserve:		
Type of Function:	Name of Event:	
Days Required:	Dates Required:	
Start Time: _____ am / pm	Finish Time: _____ am / pm	Approx Number Attending: _____
Access to Power required: Yes No:	Access to Water required: Yes No:	
Will Food / Drink vendors be engaged for this event? : Yes No:		
<i>If yes, please ensure a current or temporary Food Licence has been granted by South Burnett Regional Council.</i>		

Attachments Required for Event
<p>Copy of Public Liability Insurance Detailed Sketch plan clearly showing a plan of the proposed area</p> <p><i>No approval will be granted if the above documentation has not been provided with application</i></p>

Lodgement		
<p>By Mail South Burnett Regional Council PO Box 336, KINGAROY QLD 4610</p>	<p>By Email info@southburnett.qld.gov.au By Fax 07 4162 4806</p>	<p>In Person Council Customer Service Centre 8.30 am to 4:30pm Monday to Friday</p>

 **Council Office on 07 4189 9100 to confirm availability**

OFFICE USE ONLY	Application Approved: YES NO	Signature: