



**COOTAMUNDRA-  
GUNDAGAI** REGIONAL  
COUNCIL

# APPLICATION TO OPERATE MOBILE VENDING VEHICLE

Section 68, Local Government Act 1993(Part D, E & F)

[Office Use Only]

S68 No: \_\_\_\_\_ Date Received: \_\_\_\_\_

### About this form

Use this form to apply for a Section 68 Approval to use a standing vehicle or any article for the purpose of selling any article in a public place. This also includes food vending.

Ensure that all questions have been adequately answered and that all information is true and correct to the best of your knowledge.

### Lodgement

Send the application to us by mail or deliver it in person. Applications accepted **Monday to Friday 9am to 5pm (Public Holidays excepted). Refer to Part 8 for details.**

### Any questions?

For assistance please contact Development, Building & Compliance Department Phone 1300 459 689 or come in and see us.

## Part 1: Applicant Details *(person or company having the benefit of the approval)*

### 1. Applicant Name

Title: Mr  Mrs  Miss  Ms  Other: .....

Family name *(or company)*: .....

Given Names..... (or

ACN).....

### 2. Applicant Address

Postal address: .....

3.

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

### 4. Is the vehicle stored at this address (Circle)

Yes No

Phone (.....)..... Mobile phone (.....).....

### 3. Applicant Contact Details

Fax (.....)..... E-mail: .....

Contact person..... Reference No .....

### 4. Applicant's Declaration

I make application under Section 68 of the Local Government Act 1993 to use a standing vehicle or any article for the purpose of selling any article in a public place. I declare that all the information given is true and correct. I also understand that if this application is incomplete or does not comply with the legislative requirements the application may be refused.

Signature:..... Date:.....

## Part 2: Mobile Vending Vehicle Details

### 1. Please provide description of mobile vending vehicle and items to be sold.

Vehicle type: .....

Items to be sold: .....

Registration Number: ..... State or Territory.....

Do you have an existing food registration approval? Yes No

*If yes, please attach a copy.*

## Part 3: Land on Which The Vehicle Will Be Located/Operated

### 1. Location and title description of the property where the vehicle will normally be garaged.

Unit No:.....House No:.....Street:.....

Town/Locality:.....

Lot(s):.....Section:.....

Deposited Plan(s):.....Strata Plan:.....

*Get these details from rate notices, property deeds, or Council property maps.*

## Part 4: Owners Details *(include details of all registered owners of the land)*

### 1. Owners Name

*Please provide all owners details of the property where the vehicle will be garaged*

Title: Mr  Mrs  Miss  Ms  Other: .....

Family name (or company): .....

Given Names.....

(or ACN).....

Postal address: .....

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

Phone (.....).....Mobile phone(.....).....

Fax (.....).....E-mail:.....

Contact person.....Reference No .....

### 2. Owners Address

### 3. Owners Contact Details

## Part 5: Owners Signatures

### 1. Owner's consent

*Must be completed by the owner of the land. If more than one owner, every owner must sign.*

*If the owner is a company or owners; association, must be signed by a director or secretary (or authorised delegate) under common seal.*

As owner of the land to which this application relates, I/We consent to this Section 68 Application being made on our land.

I also give consent for authorised Council officers to enter the land to carry out inspections:

Signature	Date	Capacity*
1. ....	.....	.....
2. ....	.....	.....
3. ....	.....	.....
4. ....	.....	.....

*\*If signing on the owner's behalf as the owner's legal representative, you must state the nature of your legal authority and attach documentary evidence (eg, power of attorney, executor, trustee, company director).*

## Part 6: How to lodge your application

**Address the Application to:** General Manager  
Cootamundra-Gundagai Regional Council

### You can send it to us by any of the following methods

**Post** PO Box 420  
Cootamundra NSW 2590

**Courier or personal delivery** Council Chambers  
Cootamundra NSW 2590  
Gundagai NSW 2722

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

**Phone** 1300 459 689

**Fax:** (02) 69402 127

**Email:** mail@cgrc.nsw.gov.au

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

**Hours of Lodgement:** Monday - Friday 9am to 5pm (public holidays excluded )

### Fees

Fees are calculated on a scale based on the contract value of the work (See Council's website for relevant Fees and Charges).

### Payment Methods

Pay by cash, EFTPOS, credit or cheque. Make cheques payable to "Cootamundra-Gundagai Regional Council" for the relevant Council fees. Do not send cash in the mail.

### Processing Time

The issue of the approval once all documentation is received usually takes seven working days.

### Coming in to see us?

Our offices are located on the Corner of Wallendoon & Cooper Streets, Cootamundra and Corner of Sheridan & West Streets, Gundagai