



South Gippsland  
Shire Council

# Application for Roadside Trading Permit – 2023/2024

For more information, please contact Council's  
Local Laws Department on (03) 5662 9200

*Public Liability Insurance to a minimum value of \$20,000,000 is required and a copy of your current certificate MUST be supplied with this application.*

*Please note that a non-refundable \$1187.50 fee is payable upon application (GST inclusive).*

## APPLICANT DETAILS:

Full Name: .....

Postal Address: .....

.....

Daytime Contact Number(s): .....

Email Address: .....

## TRADING DETAILS:

What do you intend to sell: .....

.....

If you intend to sell food products (including drinks), is your business registered under the Food Act (1984) to supply food:   Yes                         No   

***If yes, please supply a copy of your Certificate of Registration with this application.***

Do you intend to trade from (please tick all that apply):

Vehicle              Caravan              Trailer              Table   

Stall              Other    (please specify) .....

What day(s) and time(s) do you intend to trade (please tick all that apply):

Monday                      ..... a.m. to ..... p.m.

Tuesday                      ..... a.m. to ..... p.m.

Wednesday                      ..... a.m. to ..... p.m.

Thursday                      ..... a.m. to ..... p.m.

Friday                      ..... a.m. to ..... p.m.

Saturday                      ..... a.m. to ..... p.m.

Sunday                      ..... a.m. to ..... p.m.

## LOCATION DETAILS:

Road/Street Name: .....

Distance and direction to nearest intersection: .....

.....

Please draw a map below:

**Standard conditions of Roadside Trading Permits include, but are not limited to:**

1. *Permits are valid for one (1) year and subject to a renewal process;*
2. *All equipment including vehicles/tables etc. must be removed from the site daily;*
3. *Rubbish bins are to be provided by the Permit Holder and all rubbish must be removed from the site daily;*
4. *That the applicant indemnifies the South Gippsland Shire Council in writing against any liability arising from the activities and that a copy of the public liability insurance with a minimum of \$20,000,000 per incident, noting the interests of the South Gippsland Shire Council is supplied prior to permit issue.*
5. *The permit must be in the possession of the applicant at all times during trading.*

**Please return application and relevant paperwork to:**

South Gippsland Shire Council Local Laws Department  
 9 Smith Street (Private Bag 4), Leongatha VIC 3953  
 Tel: 03 5662 9200  
 Fax: 03 5662 3754

**Email:** [council@southgippsland.vic.gov.au](mailto:council@southgippsland.vic.gov.au)

**Website:** [www.southgippsland.vic.gov.au](http://www.southgippsland.vic.gov.au)

**Office Use Only:**

Receipt No:.....

Amount Paid: \$.....

Date:.....