

# Council Land and Facility Application



## Important Information

Before completing this form, please ensure your organisation meets the eligibility criteria (refer to Page 7 of the **Community Leasing of Council-Owned Land & Facilities** information kit)

## Applicant Details

Organisation name

Postal address

Suburb

Postcode

Business phone

Mobile

Email address

Web address

## Organisation Details

Type of organisation:

Sporting  Recreational  Community  Cultural

Cultural  Other:

Does your organisation have an ABN?

Yes  No ABN no.

## Organisation Status

Incorporated Association

Registration no.

Company Limited by Guarantee

Registration no.

Other

## Primary Contact Details

Title:  Mr  Mrs  Ms  Miss

Given name(s)

Surname

Position in Organisation

Phone  H  W

Mobile

Email address

## Site Proposal

Council property type:  Land  Facility

What activities will operate at the property/facility?


## Documentation Required

**Organisational Plans**

*(may include strategic, operational and annual plans. Annual plans include organisational structure, history of organisation)*

Audited Financial Statement  Constitution

Certification of Incorporation  Certificate of Currency

Additional information (e.g. Letters of support provided)

**Proposed Business Plan** for the site should include:

- Illustration of community need
- Details of the proposal
- Conceptual and technical plans
- Land/Facility requirement
- Project funding source
- Timeframes
- Resourcing
- Maintenance
- Demonstrate sustainability in terms of funding, membership recruitment/retention and program implementation

## Additional Information

For additional information on leasing Council land and/or facilities, please refer to Council's website > About Council > [Strategy, Planning and Policy](#)

## Declaration

I hereby certify that the above information is true and correct. I acknowledge and agree to abide by the terms and conditions listed by Council.

Signature

Date

## Office Use Only

Application received by:

Signature

Date

CSSC001 – 16/8/2016

**Information Privacy Act 2009** – Redland City Council is collecting your personal information in order to process this application. Your participation is voluntary. The information will only be used by authorised Council Officers for the purpose of this application and ensuring our records are accurate. Your information will not be given to any other person or agency unless you have given us permission or we are required by law to do so.

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