

# Temporary Entertainment Event



## Subordinate Local Law 1.12

### (Operation of Temporary Entertainment Events)

#### Application Processing

A minimum of six (6) weeks is required for processing applications for minor events under 3000 people.

A minimum of three (3) months is required for processing applications for major events over 3000 people.

#### Applicant Details

##### Who is to be listed on the Certificate of Approval?

Company  Person

Title:  Mr  Mrs  Ms  Miss

Given name(s)

Surname

Company (if applicable)

ABN

Postal address

Suburb

Postcode

Phone  (W)  (H)

Mobile

Email address

#### Type of Event

Concert/Live Entertainment/Festival (please specify)

Sporting Event e.g. Final, Carnival (please specify)

Other (please specify)

**Note:** For markets, please complete separate [Market Application form](#)

#### Event Details

Event name

Date

Start time

Finish time

Expected Number of people per day

**Note:** Setup and dismantling to be included in booking time for all activities

Is your event at a Council venue  Yes  No  
e.g. hall or park?

Have you made a booking for the venue?  Yes  No

Name of Venue

Postal address

Suburb

Postcode

#### Applicant's Declaration

I hereby certify that the above information is true and correct. I acknowledge and agree to abide by the terms and conditions imposed by the Council and understand that I may be liable for any breach of a permit issued to me.

Title:  Mr  Mrs  Ms  Miss

Given name(s)

Surname

Applicant's signature

Date

**See over for further information**

#### Office Use Only

Amount

Receipt no.

CSC Initials

Date

CSHE017 - 1/8/2018

#### CREDIT CARD DETAILS – VISA / MASTERCARD ONLY

Charge amount \$

Expiry

CCV

Card holder name

Card number

Signature

**Information Privacy Act 2009** - Redland City Council is collecting your personal information in order to process this application. The information will only be used by authorised Council Officers for the purpose of this Temporary Entertainment Event 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.

# Further Information

## Application requirements

Provide copies of the following documents when submitting this form:

- Event Management Plan
- Emergency Management Plan
- Event Site Maps *(including emergency evacuation plans)*
- Public Liability Insurance certificates
- Safety certificates
- Liquor Licence certificate
- Temporary Food Business applications

## Checklist

Complete and tick the following to assist with your application.

1. Is the Applicant a not for profit organisation?

Yes       No

**Please Note:** Discounts for Temporary Entertainment Event Approvals are not included within Sponsorship applications. Not for Profit Organisations must provide evidence of Constitution or Certificate of Incorporation with the application to apply for a discount for the Temporary Entertainment Event fee.

2. Will you be selling liquor to the public?  
*(Liquor Licence from Office of Liquor, Gaming & Regulation may be required)*

Yes       No

3. Will you be selling food to the public?  
*(Temporary Food Business Licence from RCC may be required)*

Yes       No

4. Will a marquee/tent or other structure be erected? And by who?

Yes       No

Please specify


## Checklist cont'd

5. Will you have any amplified entertainment at the event?  
*(Noise Management Plan may be required)*

Yes       No

6. Will fireworks be part of the event?  
*(Permit from Dept of Natural Resources & Mines is required)*

Yes       No

7. Will you be erecting jumping castle/rides?  
*(Public Liability Insurance is required and Safety Certificates may be required for this activity)*

Yes       No

Name of operator

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8. Will animals be displayed or involved in the event?  
*(Public Liability Insurance is required for this activity)*

Yes       No

Name of operator

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9. Will you be closing roads/altering traffic flow?  
*(Traffic Control Permit from RCC/DTMR may be required)*

Yes       No

10. Will your event impact on surrounding traffic and/or residents?  
*(Consider suitability of roads and existing car park availability)*

Yes       No

11. Will your event have allocated car parking for patrons?  
*(Parking & Pedestrian Management Plan may be required)*

Yes       No