



(SD-FO-210) OCCUPY A PARKING SPACE

PPIA DISCLAIMER – The personal information provided on this form is collected by *Griffith City Council* for the purposes of processing this application by Council employees and other authorized persons. This form will be stored within Council's record management system and may be available for public access and/or disclosure under various NSW Government legislation.

Office Use

Application No: _____ / _____

Determined: ____/____/____

Part 1: Applicant Details

Title: Mr Mrs Miss Ms Other _____

Family name (or company): _____

Given names (or ACN): _____

Postal address: _____ Postcode: _____

Phone: (w) _____ (h) _____ (m) _____ Fax: _____

Contact person: _____ E-mail: _____

Signature of Applicant: _____ Date: ____/____/____

Part 2: Location Details

(These details can be obtained from land ownership details or from Council's rates notice(s). If unsure, ask us for assistance)

Unit No _____ Street No _____ Street _____ Locality/Town _____

Lot(s) _____ Section _____ DP/SP _____

Part 3: Parking Space Details

Proposed date(s) of occupation: From: ____/____/____ To: ____/____/____

Proposed time(s) of occupation: From: _____ To: _____

Proposed days occupation will not occur (eg: Sunday): _____

Total No. of days occupation is proposed: _____

Number of parking spaces required: _____

Reason for occupation of parking space(s): Raffle Ticket Sales Staff Recruitment Construction Work
 Advertising Other: _____

Relevant Development Consent No.: _____ / _____

Possible Registration No. of vehicles to occupy parking spaces:

1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____

If for use other than by a registered vehicle a copy of your current Public Liability Insurance Cover to the value of \$20,000,000 is required to be lodged with this application. This insurance is to list *Griffith City Council* as an interested party and indemnify *Griffith City Council* against any claims arising from the placement of the vehicle on a public road.

Lodgement of Application

Hours of Lodgement:

Monday to Friday: 8:15am – 4:00pm

Fees:

A fee is payable per space per day of occupation upon lodgement of this application. Quotations are available by contacting Council's Customer Service Centre on 1300 176 077

Payment methods:

Payment can be made by cash, cheque, credit card or EFTPOS. Cheques are to be made payable to 'Griffith City Council'.

Acknowledgement:

A Tax Invoice/receipt specifying the type and amount of fees paid will be issued at the time of lodgement.

Coming in to see us?:

Council's Customer Service Centre is located on the ground floor of the Griffith City Council Administration Building, 1 Benerembah Street, Griffith.

Postal address:

The General Manager
Griffith City Council
PO Box 485
GRIFFITH NSW 2680

Courier or Personal Delivery:

Customer Service Centre
Ground Floor
Griffith City Council Administration Building
1 Benerembah Street
GRIFFITH NSW 2680

How to contact us:

Phone: 1300 176 077

E-mail: admin@griffith.nsw.gov.au

Web: www.griffith.nsw.gov.au

Approved: Coordinator Planning and Compliance	Group / System: Sustainable Development	Document ID: SD-FO-210	Version: 1
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			Page: 1 of 1



FORM

(FS-FO-304) CREDIT CARD AUTHORITY FORM

Company Name: _____

Contact Name: _____

Address: _____

Town: _____ Postcode: _____

Phone: _____ Facsimile: _____

I hereby authorise Griffith City Council to charge my Credit Card for \$ _____

Plus 1% Merchant Fee \$ _____

TOTAL \$ _____

Please tick appropriate boxes:

Visa Mastercard

Clearly Print Name on Card: _____

Card Number:

Expiry Date: / CCV (last three digits on back of your card):

Cardholder Signature: _____

(Your signature is required by law to process a credit card payment)

Reference: _____

Attention: _____

Return Fax to: **02 6962 7161**