

# Permit application for a charity bin

Community Local Law No 2 – Part 5 Clauses 48 and 49

| Applicant / organisation details                     |  |
|--|--|
| Name of organisation                                 |  |
| Business address                                     |  |
| Location of charity bin/s                            |  |
| Are you a registered charitable organisation?        |  |
| ABN (if applicable)                                  |  |
| Number of charity bins                               |  |
| Daytime contact number:                              |  |
| After hours contact details (name and mobile number) |  |
| Contact email:                                       |  |

| Insurance details  |  |
|--|--|
| Please note: You must include a copy of your organisation's certificate of currency                          |  |
| Name of insurer  |  |
| Policy number  |  |
| Expiry date  |  |
| Do you have Public Liability coverage of at least \$10 million?  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Does your organisation have policies and procedures regarding charity bin management? If yes, please attach. | <input type="checkbox"/> Yes <input type="checkbox"/> No |

| Terms of agreement |  |          |  |
|--------------------|--|----------|--|
| Start date         |  | End date |  |

| Service level agreement      |           |
|------------------------------|-----------|
| Periodic review of agreement | 12 months |

### Frequency of bin collections

Is the organisation a charity or non-for-profit?

- Daily     Every three days     Weekly     Fortnightly  
 Other (please specify) \_\_\_\_\_

**Permit fee is \$27. An invoice will be issued if your application is approved**

### Conditions for placing a charity bin

1. The applicant shall take out and keep current, during the period of the permit a policy of Liability Insurance in the form approved by the Council, in the joint names of the Council and the Permit Holder, in relation to the activities described in the permit, for a minimum sum of \$10 million, indemnifying the Council and the Permit Holder, against all actions, costs, claims, charges, expenses and damages whatsoever which may be brought or made or claimed against them arising out of, or in relation to the said activity described in this application.
2. The Council retains the right to alter or amend the conditions or to revoke any permit at its discretion.
3. The decision of Council's Authorised Officer will be final in the interpretation of the application and any conditions.
4. Charity bins can only be placed in the location specified by an Authorised Officer.
5. Charity bins must not be situated where they obstruct the vision of the driver of a vehicle, or cause any traffic hazard.
6. Charity bins and advertising material are to be portable and self supporting and not attached to or leaned against poles, trees, balustrades etc, and all other public facilities must remain accessible at all times.
7. The Charity bins must be properly maintained by the applicant in a clean and tidy condition and any dumped items around the bin must be removed by the Charity to the satisfaction of Council.
8. Charity bins must only be displayed as per the permit conditions in line with the charity Bin code of Practice.

### Declaration

**You understand and agree that permission will be subject to compliance with the above mentioned conditions and the permit may be revoked at the absolute discretion of an Authorised Officer.**

**Name:**

**Signature:**

**Date:**

### OFFICE USE ONLY

**Receipt number:**

**Date issued:**

**Amount paid:**

**Date paid:**

The personal information requested on this form is being collected by Council for the provision of a charity bin permit. This information will be used solely by Council for that purpose. If this information is not collected, then this may impact on the assessment of the Application. The applicant understands that the personal information provided is for the efficient assessment of a charity bin permit, and that he or she may apply to Council for access to and/or amendments to the information. Requests for access and/or correction should be made to Council's Privacy Officer.