



Port Macquarie-Hastings Council
PO Box 84
PORT MACQUARIE NSW 2444
p (02) 6581 8111
e council@pmhc.nsw.gov.au

Outdoor Dining Application Form

Please refer to Council's Outdoor Dining Policy, Procedure and information for applicants prior to submitting an application. For further assistance please contact Council on ph 6581 8111.

BUSINESS DETAILS

Name of Applicant/s

Company Name (if applicable)

Business Name

Australian Business Number (ABN)

Address of Business

Postal Address (if different from above)

Phone number

Email

APPROVAL PERIOD

Note: Approvals are valid for seven (7) years from Commencement Date.

Preferred Commencement Date

PROPOSED USE DETAILS

Please describe the proposed commercial use:

SITE PLAN



Attach - Please attach a site plan and any photos of the proposed use and any additional information.

Measurements for the outdoor trading area as per the attached plan:

Length (m): Width (m): Total Area (m2):

.....
Total width of footway (metres)

.....
Current condition of footway

OPERATIONAL DETAILS

.....
DA Number (for approval to operate as a retail shop)

.....
Proposed Hours of Operation

Is it proposed to sell liquor?

Yes

No

If Yes - Liquor Licence Number:

INSURANCE DETAILS



Attach - your Insurance Certificate of Currency showing a minimum Public Liability \$20 million cover for each and every claim with Port Macquarie-Hastings Council noted as an interested party.

If you are yet to obtain insurance for your proposed activity, you will be required to submit your Certificate of Currency prior to commencement (if approved).

SIGNATURE

.....
Signature of Applicant

..... Date

Privacy Notification (Privacy and Personal Information Protection Act 1998 – Section 10) - Personal information collected in this application is considered personal or health information for the purposes of the *Privacy and Personal Information Protection Act 1998 (PPIPA)*. Information provided will only be used for the purpose for which it is collected. The intended recipients of the personal information are Council officers and may extend to any person wishing to inspect the application in accordance with the *Local Government Act 1993* or the *Government Information (Public Access) Act 2009*. The supply of this information is voluntary, however if you do not wish to provide all details requested, Council may be unable or limited in dealing with your request. You may make application to access, amend or suppress your personal information which Council will consider in accordance with the *PPIPA*.

OFFICE USE ONLY

FEE DETAILS - Application fee (T942) GL 10170.7265.525

Date Paid	Receipt No	Fee \$
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Bond (T909) GL 90050.9035.930

Date Paid	Receipt No	Bond amount \$
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