

# Application for a Permit

## Business on a public place – Stall, Busking, Touting or Distribution of Business Advertising Publications

*Local Law No. 12 (Council Property and Other Public Places) 2003*

**2024/25 Financial Year**

Please complete this application in BLOCK LETTERS, tick boxes where applicable, and attach required information. Applicants may need to perform an audition as part of the application process. If you need more information about this application, please email us at [council@logan.qld.gov.au](mailto:council@logan.qld.gov.au) or call us on 07 3412 3412.

### Section 1 - Applicant details

Applicant Name	<input type="text"/>		
Corporation Name	<input type="text"/>		
ABN / ACN Number	<input type="text"/>		
Postal Address	<input type="text"/>	Postcode	<input type="text"/>
Telephone number	<input type="text"/>		
Email	<input type="text"/>		
Signature	<input type="text"/>		
Date	<input type="text"/>		

**PRIVACY COLLECTION NOTICE:** Council collects personal information in order to provide services and information in accordance with Local Laws. It may be used to update records, contact you about Council business and can only be accessed by Councillors, Employees and Authorised Contractors. All information is handled in accordance with Council's Privacy Policy and Procedure. Visit: <https://www.logan.qld.gov.au/privacy>

## Section 2 - Location of the proposed activity

Road / Public Place

Near (street number/intersection)

Suburb

Postcode

## Section 3 - Details of the proposed activity

- Stall
- Busking
- Touting
- Distribution of business advertising

Please list the days and hours of operation

## Section 4 - Specific activity details

### Stalls

Please provide dimensions and construction details of the table or bench for the stall

## Busking

Please provide applicant experience, type of instruments to be played and frequency

## Touting

Please provide more information about the application

## Distribution of business advertising publications

Please provide more information about the application

## Section 5 - Site plan

**NOTE: Hand drawn site plans will not be accepted. Please cut and paste a map from Google Maps (or similar). You can also attach photos of the exact location your activity will occur.**

## Section 6 - Public Liability Insurance

You must provide a Public Liability Insurance certificate of currency. The sum insured must be a minimum of \$20 million and note the interests of Logan City Council.

**Note:** Your application will not be processed until we receive the Public Liability Insurance certificate of currency.

Under the local law, a person must not carry out a business on a public place without a permit. A business includes the displaying a sign or advertisement. A public place includes roads, footpaths and premises owned or occupied by Council.

## Section 7 - Documents to include with the application

Please make sure the following documents are attached with your application

- Site plan of where you want to conduct the activity, closest street numbers, intersection or landmark
- Evidence of current public liability insurance
- Evidence of registered charity or non-profit organisation status (if applicable).

**IMPORTANT:** You will not be able to start this activity until you have received an approval.

## Section 8 - fees

Applications		Fees
Application fee - stall	Each application	\$692.50
Application fee - busking	Each application	No Fee
Application fee - touting	Each application	\$340.00
Application fee - distribution of business advertising publications	Each application	\$340.00
Application fee - Registered charitable organisations, churches, non-profit organisations	Each application	No Fee




**NOTE:** A pro-rata application fee will apply if your application is submitted:

- Within 6 months of the next renewal date (30 June) – 50% fee applies
- Within 3 months of the next renewal date (30 June) – 25% fee applies

There is no application fee for registered charitable organisations, churches and non-profit organisations subject to verification, including;

- confirmation that a charity has endorsement as an income tax exempt charity with the Australian Taxation Office (ATO), and
- identifying if the organisation is considered a charity or non-profit organisation for ATO purposes by an Australian Business Number search (<http://www.abr.business.gov.au/>).

## Payment options

	<b>Paying by Mail</b>	Make your cheque or money order payable to Logan City Council. Complete the application form and return it to Council.
	<b>Paying by Phone</b>	Call Logan City Council on 07 3412 3412 to pay with Mastercard or Visa. Ensure you also return the signed application form to Council
	<b>Paying in Person</b>	Cash, cheque, money order, EFTPOS, Mastercard or Visa. Ensure you also return the signed application form to Council.
	<b>Customer service centre locations</b>	<p><b>Council Administration Centre</b> 150 Wembley Road, Logan Central</p> <p><b>Beenleigh</b> - 105 George Street, Beenleigh</p> <p><b>Jimboomba</b> - 18-22 Honora Street, Jimboomba</p> <p><b>Monday to Fridays 8.00am to 4.45pm</b></p>

# General information about permit types

## Stall Permits

A stall is a booth, bench, table or stand on which merchandise is displayed or exposed for sale. To carry out this activity in a public place, a permit is required from Council.

Any booth, bench, table or stand must not:

- obstruct pedestrian movement on a footpath
- obstruct driveways
- obstruct vehicle movement
- distract motorists.

Upon approval of a permit, we may impose these and any other conditions.

## Busking Permits

A busker is an entertainer who gives impromptu performances in streets, parks, etc.

If busking involves the soliciting or receipt of money in a public place, a permit is required from Council.

Buskers are not permitted to:

- use amplification devices
- use abusive or offensive language
- use dangerous items in a performance, like knives or fire
- disrupt retailers
- display items for sale or distribute flyers.

Upon approval of a permit, we may impose these and any other conditions.

Buskers can keep any money they receive during a performance.

## Touting and Business Advertising Publications Permits

**Touting** means to approach another person and publicise either verbally or in writing a business, commercial or trade activity.

To carry on this activity in a public place, a permit is required from Council.

Touters are not permitted to:

- use amplification devices
- use abusive or offensive language

- use dangerous items to demonstrate their business, commercial or trade activity
- disrupt retailers
- display items for sale
- allow flyers, business advertising publication or other distribution materials to become litter.
- Upon approval of a permit, we may impose these and any other conditions.

A **business advertising publication** means a publication that publicises any business, commercial or trade activity.

**Publication** means any printed or written matter (not including a newspaper). Publications include a:

- book, pamphlet or leaflet
- circular
- handbill
- notice or ticket
- voucher or pass
- advertisement
- poster
- magazine. or
- other periodical publication.

Email: [Council@logan.qld.gov.au](mailto:Council@logan.qld.gov.au)  
Phone: 07 3412 3412