Use of Council's Footpath Application

Locked Bag 5
YOUNG, NSW 2594
P: 1300 445 586
E: mail@hilltops.nsw.gov.au
W: www.hilltops.nsw.gov.au

1. Applicant Details

Mr ☐ Miss ☐ Ms ☐ Mrs ☐	Name:
Business Name:	
Postal Address:	
Phone/Mobile:	Email:
I declare that all the information given on this form and in the accompanying documentation is true and correct. I understand that if incomplete the application may be returned to me, delayed, rejected or more information may be requested. I/we indemnify Hilltops Council against all claims that may arise, whether from negligence or otherwise, as a result of my/our use of the footpath at the location specified in any approval.	
Applicant(s) signature	

2. Site Details (A site plan must be included with the application)

Lot No.	Section No.	DP No.
Street No.	Street/Road Name:	
Town/Locality:		

3. Proposed Use

☐ Display Goods	☐ Place an advertising sign	☐ Place tables and chairs
☐ Other:		

3. Details of structures being placed on footpath

Area of footpath to be used (m^2):

Item & number (eg 2 x table)	**Material** (eg metal)	**Powered? Y / N**	**Height** (cm)	**Depth** (cm)	**Width** (cm)

5. Insurance Details

Company name:	Policy No.:
Commencement Date:	Expiry Date:

Please see reverse of form for additional information required to be provided with Application

Office use only

Application No:	Date received:	Receipt Number:
ID no.	Received by:	

NOTE:

- You must provide a site plan with the application.
- A copy of a valid Certificate of Currency for minimum $20 million in public liability insurance must be provided with your application. *That policy must list Hilltops Council as an Interested Party.* No approval will be given to the application unless that Certificate of Currency is supplied.
- No use of the footpath is to commence until written approval has been received from Council.
- Items to be displayed in accordance with Council's Footpath Display Policy.

SITE PLAN

Building / shop

Footpath

Kerb and Gutter

2024/2025 Fees for Hire or Lease of Council's Footpath

Application Fee for placement of good, materials, etc.	**$180.00**
Renewal Fee for placement of goods, materials, etc.	**$95.00**
Application Fee for placement of chairs and/or tables.	**$220.00**
Renewal Fee for placement of chairs and/or tables.	**$120.00**
Application Fee for placement of A-frame/sandwich board sign.	**$60.00**
Renewal Fee for placement of A-frame/sandwich board sign.	**$35.00**
Change of owner/operator fee.	**$25.00**