

Street stalls, raffles and collections

What you need to do

Before you start!

The fast and easy way to apply is online via

venues.portphillip. vic.gov.au/#/facility

Otherwise complete this form to apply via email.



Complete and submit the form

Make sure all sections are complete and documentation is attached, and submit via email below.



Further information

We will contact you if more information or payment is required.



What comes next

Please allow 10 working days for the assessment of this application.

Read before starting

Please read the 'Street Stalls, Raffles and Collections Guidelines' before completing this application.

How to apply

Submit this form and required supporting documentation:

- eventpermits@portphillip.vic.gov.au
- Event Services
 City of Port Phillip
 Private Bag 3
 St Kilda VIC 3182

Further information

- 03 9209 6320
- portphillip.vic.gov.au/explore-the-city

1 Declaration

I declare that I am the applicant; and that all information in this application is true and correct.

I have read and accepted the conditions for Street Stalls, Raffles and Collections. I agree to comply with all permit conditions, local laws and all relevant legislation.

I will ensure that the permit is not sold, transferred or assigned to another party. I acknowledge that failure to comply with these conditions will result in cancellation of the permit, a fine and/or legal action.

If you will be set up in front of a business or residence: I have the occupier's consent

2 Type of activity

Street stall

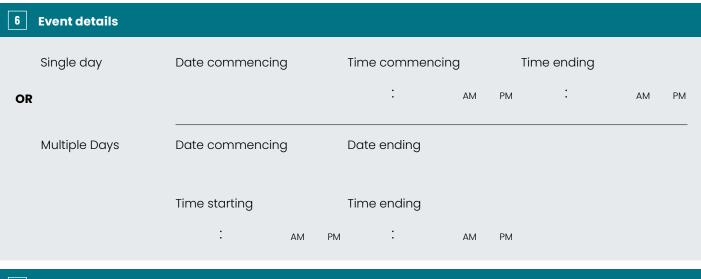
Raffle

Collection

Privacy policy

The City of Port Phillip is collecting the personal information requested on this form for the purpose of determining the provision of Markets within the City of Port Phillip. The personal information will be used solely by the City of Port Phillip for this primary purpose and the directly related secondary purpose of sending you any further information relating to this process. The applicant understands that the personal information provided is for these purposes and that they may apply to council for access and/or amendment of the information.

3 Permit Checklist			
Public Liability Insurance – Certificate of Currency (\$20M minimum)	Temporary Food Premises Permit (if serving or selling food)	Approval from VGCCC (if conducting a raffle with prizes exceeding \$5,000)	
4 Applicant details			
Contact person	Last name		
Organisation			
Registered charity Address	Local community group	Local education provider	
Address			
Suburb		State Postcode	
Phone number	Email		
5 Purpose and Description of Acti	ivity		
Fundraising or collections requesting bank details as part of an ongoing donation are not permitted. Purpose			
Description of Activity			



7 Locations		
Acland Street, St Kilda	Bridport Street, Albert Park	Other, please specify:
Carlisle Street, Balaclava	Liardet Street, Port Melbourne	
Clarendon Street, South Melbourne	Bay Street, Port Melbourne)	

8 Activity Supervisor

Please provide details and contact numbers of the person who will be the supervisor of the appeal/street stall and be responsible for the set-up and removal of any equipment and the cleaning of the site.

First name Last name

Phone number Email

Office use only

Application Date number lodged