

East Gippsland Shire Council

273 Main Street (PO Box 1618)
Bairnsdale Vic 3875
Website www.eastgippsland.vic.gov.au
Email feedback@egipps.vic.gov.au
Follow us on Twitter @egsc



Telephone: (03) 5153 9500
Fax: (03) 5153 9576
National Relay Service: 133 677
Residents' Information Line: 1300 555 886
ABN: 81 957 967 765

Application to Conduct a Wedding Ceremony on Council Land

There are some hard words in this form. The hard words are in **blue**. You can read what the words mean on page 2.

There are some rules which apply to this application, please read them below.

There is no fee for this application.

Please include a map to show the location of the ceremony, parking areas and any other information relating to the Ceremony.

Applicant Details

Name:				
Postal address:			Postcode	
Phone number: Home	Work:	Mobile:		
Email address:			Fax:	

Wedding Ceremony details

Date of Ceremony:	
Start time: _____ <input type="checkbox"/> am <input type="checkbox"/> pm	Finish time: _____ <input type="checkbox"/> am <input type="checkbox"/> pm
Location:	
Number of guests attending:	

Signature:	
Name: _____	Date: ____/____/____

Rules

Council approval is subject to the applicant/s meeting all of these rules and any other **Statutory obligation** associated with the Ceremony

1. The ceremony must take place at the location, on the date and time listed on this form, in a manner that does not cause a **nuisance**.
2. You must remove any litter after the ceremony and confetti is not allowed to be used.
3. You are not **permitted** to drink alcohol in some public places, please refer to General Local Law 2017, Schedule 5, Section 80, for a list of public spaces not **permitted**.

Privacy Statement

The East Gippsland Shire Council asks for details about you to collect rates, approve permits and licences, and run a range of community services. The information you give to us on this form is used only for the reasons set out in the form and is not given to anybody else. Sometimes we may supply details about you to someone else, but only if we are allowed by law, or to protect someone or property.

When information is given out, Council will always try to make sure your privacy is protected in line with the *Privacy and Data Protection Act 2014*. You may ask for more information about Council's Privacy Policy by contacting our Information Privacy Officer on 03 5153 9500 or e-mail feedback@egipps.vic.gov.au

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Hard Words

Statutory Obligation: A required course of action to which a person is morally or legally bound

Nuisance: A person or thing causing annoyance. Being troublesome or difficult

Permitted: Allowed to do something

Submitting your application

Mail	Post the signed, completed form together with any applicable fees or copies of any documentation to; PO Box 1618 BAIRNSDALE VIC 3875.	
Electronic	Fax to 03 5153 9576 Email to feedback@egipps.vic.gov.au	
In Person	Bring the completed form and supporting documents to any of the following locations;	
	Service Centre Opening Hours: 8:30am to 5:00pm. Monday to Friday.	Bairnsdale Corporate Centre: 273 Main Street. Lakes Entrance Service Centre: 18 Mechanics Street. Omeo Service Centre: 179 Day Avenue. Orbost Service Centre: 1 Ruskin Street. Paynesville Service Centre: 55 The Esplanade.
	Mallacoota Service Centre Opening Hours: Monday and Tuesday 10.00am to 2.00pm Wednesday, Thursday, Friday 2.00pm to 5.00pm	Mallacoota Service Centre: 70 Maurice Avenue

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