

# East Gippsland Shire Council

273 Main Street (PO Box 1618)  
 Bairnsdale Vic 3875  
 Website [www.eastgippsland.vic.gov.au](http://www.eastgippsland.vic.gov.au)  
 Email [feedback@egipps.vic.gov.au](mailto: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 for Parking Exemption Re: Construction Works in CBD

This permit has a fee of \$115.00

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

Business trading name:	
Person responsible:	
Postal address:	Postcode: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Phone number: Work:	Mobile:
Email address:	
Address of construction site:	
Business name, if any: (construction site)	
Australian Business Number: (ABN)	
Type of Work: <input type="checkbox"/> Refit <input type="checkbox"/> Painting <input type="checkbox"/> Exterior <input type="checkbox"/> Interior <input type="checkbox"/> Remodeling <input type="checkbox"/> Other: _____	
Date of start: ____/____/____	Date of finish: ____/____/____
Start time: _____ <input type="checkbox"/> am <input type="checkbox"/> pm	Finish time: _____ <input type="checkbox"/> am <input type="checkbox"/> pm
Vehicle one (1):	Vehicle two (2):
Vehicle make/type:	Vehicle make/type:
Vehicle registration number:	Vehicle registration number:
<b>If you will be occupying the footpath or road for storage of equipment including needed work vehicles please attach details and a diagram.</b>	

Insurance details: Please attach a copy or give information below - Insurer name: _____ Policy number: _____ Policy expiry date: ____/____/____ Sum insured: (minimum \$20 million public liability insurance) _____
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Signature: _____ Date: ____/____/____
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### 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](mailto:feedback@egipps.vic.gov.au)

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## Office Use Only:

Reference Number: LL/PP\_\_\_\_\_ Method of Payment:  Cash  Cheque  Credit Card  Eftpos  
Amount Paid: \_\_\_\_\_ Receipt Number: \_\_\_\_\_ Receipt Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## Rules Apply for Occupying Parking Bays and/or Footpaths for Construction Purpose

This permit relies on the permit holder meeting all of these rules and any other [statutory obligation](#) connected with the activity.

1. Council must approve placement of vehicle "No Standing" signs, [barrier](#) mesh or other equipment.
2. You must provide Council a copy of your public liability insurance.
3. Signs and equipment are to be constructed from a safe lasting material.
4. Use of parking area longer than the time mentioned is only permitted for vehicles directly involved in the works e.g. Forklifts, heavy vehicles, unloading work vehicles. Vehicles must not remain in parking bay when no longer being used for this purpose.
5. Signs and equipment are to be placed so that they are not dangerous or interfere with pedestrians or traffic.
6. Signs and Equipment must be removed straight away after works are completed.
7. Up to two (2) vehicle parking bays can be used under this permit.

Failure to meet the rules set out above may result in the signs/equipment being impounded and cancellation of this permit.

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## Hard Words:

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

**Barriers:** A fence or other obstacle that prevents movement or access

## Submitting your application:

<b>Mail</b>	Post the signed, completed form together with any applicable fees or copies of any documentation to; PO Box 1618 BAIRNSDALE VIC 3875.	
<b>Electronic</b>	Fax to 03 5153 9576 Email to <a href="mailto:feedback@egipps.vic.gov.au">feedback@egipps.vic.gov.au</a>	
<b>In Person</b>	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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