

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
ABN: 81 957 967 765

Application for Street Collection Permit

General Local Law 2017

This permit has a fee of \$121.00. Not for Profit Organisations do not pay a fee.

There are some hard words in this form. The hard words are in blue. You can read what the words mean on page 3.

Please use block letters and a black pen

Organisation name:				
Contact person:				
Postal address:			Postcode	
Phone number: Organisation:		Mobile:		
Email:				
Where will the street collection take place?				
			Postcode	
Collection dates:	From: ____/____/____	To: ____/____/____		
Collection times:	From: ____ <input type="checkbox"/> am <input type="checkbox"/> pm	To: ____ <input type="checkbox"/> am <input type="checkbox"/> pm		
Any other information of activities: _____				

Insurance: Please attach a copy of insurance	
Insurer name: _____	
Policy number: _____	Policy expiry date: ____/____/____
Sum insured: (minimum \$20 million public liability insurance)	

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

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Rules for Street Collection Permit

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

1. Collectors for the appeal must be of a mature age, or have suitable supervision.
2. You must provide Council a copy of your public liability insurance..
3. Collectors must display the name of the organisation they are representing.
4. The organisation in charge of an “on road collection” must obtain the relevant approval of the Chief Commissioner of Police and comply with the *Road Safety (Traffic Management) Regulations 2009 Section 28*
5. The organisation must meet with the requirements of the Fundraising Act 1998
6. The activity must not restrict vehicle or pedestrian access and/or block access to entrances of any businesses.
7. [Canvassing “hard sell”](#) is not allowed.
8. [Solicitation](#) or collection will be properly and [inoffensively](#) conducted.
9. Representatives must carry a valid “hard copy” of the Council permit with them at all times.
10. Council reserves the right to change the conditions of issue and use of the permit at any time.
11. Representatives who break the “Conditions of Issue and Use” may be ineligible to get approval for fundraising activities for a period of twelve (12) months.
12. No more than two (2) representatives of the registered charity organisation are allowed to fundraise at any one location.
13. A registered charity organisation can apply for approval to fundraise at one (1) location on any two (2) days per calendar month per twelve (12) month period (01 July – 30 June).
14. Fundraising activities are only allowed for the dates, times and location shown on the approval.
15. Council reserves the right to cancel the permit to fundraise or promote any group or charity that does not follow the rules at any time
16. Street collections are not allowed in the area of Council designated community raffle sites, which are located at:

Bairnsdale:

Safeway

Nicholson Street

ANZ Bank

Main Street

Nicholson Street Mall Kiosk, Stage

Rotunda

Main Street

Lakes Entrance:

Foodworks:

Myer Street

Rotunda:

Esplanade

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Orbost :	Market Place Shop:	Esplanade
	Orbost Newsagency:	Nicholson Street
	Dickens Store:	Nicholson Street
Paynesville:	Paynesville Newsagency:	Esplanade
	Boathouse Restaurant:	Esplanade

Hard Words:

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

Canvassing “hard sell”: A policy or technique of aggressive salesmanship or advertising

Solicitation: Ask for or try to obtain from someone

Inoffensively: Not objectionable or harmful

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: 9.00am 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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