

Street stalls, raffles and collections

What you need to do

Before you start!

The fast and easy way to apply is online via

portphillip.vic.gov.au/ facilities

Otherwise complete this form and submit via email.



Complete and submit the form

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



Further information

We will contact you if more information 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
- Events services
 City of Port Phillip
 Private Bag 3
 St Kilda VIC 3182

Further information

Further information may be required before a full assessment is made or a permit issued.

- (ASSIST 03 9209 6777
- 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

Collection

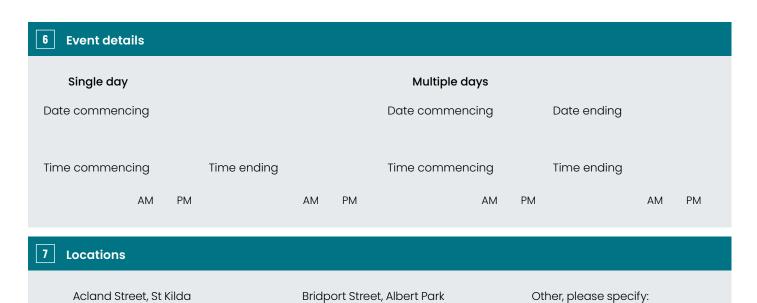
Local community group

Raffle

Registered charity

Local education provider

Public Liability Insurance – Certificate of Currency (\$20M minimum)	Temporary Food Premises Permit (if serving or selling food) COVID-19 Safe Plan	Approval from VCGLR (if conducting a raffle with prizes exceeding \$5,000)	
4 Applicant details			
First name	Last name		
Organisation			
Address			
Suburb		State	Postcode
Best phone number to contact you on Email			
5 Purpose and description of activity			
Fundraising or collections requesting bank details as part of an ongoing donation are not permitted. Purpose			
Description of Activity			



8 Activity Supervisor

Melbourne

Carlisle Street, Balaclava

Clarendon Street, South

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.

Liardet Street, Port Melbourne

Bay Street, Port Melbourne)

First name Last name

Best phone number to contact you on Email

Office use only

Application Date number lodged

For further information or a large print version

ASSIST 03 9209 6777 portphillip.vic.gov.au/explore-the-city eventpermits@portphillip.vic.gov.au

Privacy policy

The City of Port Phillip is collecting the personal information requested on this form for the purpose of determining Expressions of Interest for promotional permits. 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.