

## INFORMATION REGARDING THIS APPLICATION

This form is to be used to apply for works or activities for which approval is required under the *Local Government Act 2009*. This approval includes the construction, maintenance, upgrading or conducting of the works/activities.

This form is to be submitted no later than 10 working days prior to the work/activity commencing. If this application is accompanied by Traffic Management Plans relating to a road closure, the 10 working day time frame does not commence until all Traffic Management Plans have been accepted. Please allow extra time for changes to be made to Traffic Management Plans, if required to do so. This form may also be used for the renewal/extension of an existing permit.

## APPLICANT DETAILS - The applicant is the person who will hold the permit and will be legally responsible for complying with the applicable conditions

<b>Company</b>			
<b>Applicant Name</b>			
<b>Postal Address</b>			
<b>Contact Number</b>		<b>Email Address</b>	

## CONTRACTORS DETAILS

(If the applicant is the property owner or supervising company, the contractors details must be supplied)

<b>Company</b>			
<b>Contact Name</b>			
<b>Postal Address</b>			
<b>Contact Number</b>		<b>Email Address</b>	

## APPLICATION TYPE - Payment must accompany application

2024/25

<input type="checkbox"/> Approval to <b>close</b> a section Council road reserve (includes carparks, footpath or the side of the road) <b>Application Fee \$ 108.00</b>	<input type="checkbox"/> Approval to <b>work</b> within a Council road reserve (Require copy of the Public Liability Insurance Policy that work will be carried out under) <b>Application Fee \$ 108.00</b>
<input type="checkbox"/> Approval for the <b>use</b> of a Council road reserve (e.g. cycling event) <b>Application Fee \$ 108.00</b>	<input type="checkbox"/> <b>Extension</b> of an existing approval Application No: _____ Required Expiry Date: _____ <b>Application Fee \$ 56.00</b>

## SITE DETAILS

<b>Site Address</b>			
<b>Legal Description</b>	<b>Lot</b>		<b>Plan</b>

## PURPOSE FOR APPLICATION

<b>Type of Card</b>	<input type="checkbox"/> Construction	<input type="checkbox"/> Hoisting
	<input type="checkbox"/> Excavation	<input type="checkbox"/> Special Event
	<input type="checkbox"/> Laying of a private Pipeline	<input type="checkbox"/> Other:

## DESCRIPTION OF WORKS/EVENT

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**DURATION OF APPROVAL**

Commencement Date

Completion Date

**TEMPORARY CLOSURE**

Is closure required :

 Yes (Please complete below)  No

Time of closure of event

Start Time

End Time

Type of closure

 Full road  Half road  Side of road  Footpath  Carpark

Closure period

 Mon-Fri  Mon-Sat  All week  Fri- Sat  Sat Only

Traffic Management Company

**REQUIRED INFORMATION**The following documents must be submitted with your application

- A **plan** of the work/event area
- A copy of the **Public Liability Insurance Policy** that the works/event will be carried out under
- a **Traffic Guidance Scheme** and/or **Risk Assessment** must be provided for any works within a road reserve.  
These must be produced by a suitably qualified person.
- A **Traffic Management Plan** (is only required if 'Temporary Closure' section is completed)

**DECLARATION**

I/we the applicant/s request the approval/renewal of approval to carry out works or activities within Scenic Rim Regional Council's road corridor, as specified in the *Local Government Act 2009*. I/we warrant that the information contained within and/or attached to the application is true and accurate to the best of my/our knowledge.

Signature

Date

**PRIVACY STATEMENT****Important Notice**

Scenic Rim Regional Council is collecting your personal information in order to process your request. The information will only be accessed by Scenic Rim Regional Council for Council business related activities. Your information is handled in accordance with the *Information Privacy Act 2009* and will not be given to any other person or agency unless you have given permission or we are required by law.

**PAYMENT TO BE ACCOMPANIED WITH APPLICATION**

Credit Card details provided with application

 Yes  No

Cheque/Money Order enclosed

 Yes  No

Cash paid in person when lodging application

 Yes  No**CREDIT CARD AUTHORISATION (IF APPLICABLE)**

Cardholders Name

Type of Card

 Visa  Master Card

Card Number

\_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Expiry

\_\_\_\_ / \_\_\_\_

Amount \$

**COUNCIL USE ONLY**

2024/25

Receipt #

Date

Amount \$

RID #

Receipt  
CRM Application**TO SUBMIT YOUR FORM TO COUNCIL**

By Mail

Scenic Rim Regional Council, PO Box 25, BEAUDESERT QLD 4285

By E-Mail

[mail@scenicrim.qld.gov.au](mailto:mail@scenicrim.qld.gov.au)

In Person

Beaudesert Customer Service Centre 82 Brisbane Street, Beaudesert  
 Boonah Customer Service Centre 70 High Street, Boonah  
 Tamborine Mountain Library & Customer Service Cnr Main St & Yuulong Rd, Tamborine Mountain

Phone

(07) 5540 5111

Fax

(07) 5540 5103