

# Application for vehicle access in a park or reserve (public space)



City of HOBART

## When to use this form

Use this form if you want to park or drive a vehicle in any City of Hobart Park or Reserve (excluding Wellington Park). This includes vehicle access to a property that is adjacent to a park or reserve.

For your application to be considered please provide the supporting documentation listed below:

- a map or specific plan detailing the access and vehicle path through the park or reserve.

**Applications must be submitted at least 14 days before the start date required for the vehicle access associated with the permit.**

## Fees and bonds

**There is an administration fee for your application (refer to our [website](#) for the current fee). This fee needs to be paid for your application to be considered valid. Once we have received your application, we will let you know how payment can be made.**

A bond may apply depending on the nature and risk of impact associated with the application. Once your application has been assessed, you will be notified of any bond requirements.

Refer to our [fees and charges](#) (see Parks, Reserves and Undeveloped Open Space) for bond amounts.

If a key is needed to access the location, you will need to collect this from the City of Hobart Customer Service Centre. Fees apply if you fail to return the key.

For further information visit our [website](#) or contact us at [coh@hobartcity.com.au](mailto:coh@hobartcity.com.au) or on 6238 2711.

Issued under Part 4 Division 3 Clause 54 and 59 of the Public Spaces by-law 2018.

## Applicant details

Are you applying as an individual or a company? (Select 1 option) Required

- individual
- company

Answer this question if you selected 'individual' in *Applicant details > Are you applying as an individual or a company?*

First name Required

Answer this question if you selected 'individual' in *Applicant details > Are you applying as an individual or a company?*

**Last name** Required

Answer this question if you selected 'company' in *Applicant details > Are you applying as an individual or a company?*

**Company name** Required

**Email address** Required

**Telephone number** Required

**Street address** Required

**Is this your postal address? (Select 1 option)** Required

- yes  
 no

Answer this question if you selected 'no' in *Applicant details > Is this your postal address?*

**Postal address** Required

Answer this question if you selected 'individual ' in *Applicant details > Are you applying as an individual or a company?*

**Will you be the person onsite accessing the area? (Select 1 option)** Required

- yes
- no

Answer this question if you selected 'yes' in *Applicant details > Will you be the person onsite accessing the area?*

**Will there be anyone else accessing the area? (Select 1 option)** Required

- yes
- no

Answer this question if you selected 'yes' in *Applicant details > Will you be the person onsite accessing the area?*

**Preferred contact method (Select 1 option)** Required

- email
- telephone
- Australia Post

Complete this section if you:

- selected 'company ' in *Applicant details > Are you applying as an individual or a company?*

Or if you:

- selected 'no' in *Applicant details > Will you be the person onsite accessing the area?*

## Onsite contact details

This is the person who will be at the specified location accessing the area.

**First name** Required

**Last name** Required

Email address Required

Telephone number Required

Preferred contact method (Select 1 option) Required

- email
- telephone

Will there be anyone else accessing the area? (Select 1 option) Required

- yes
- no

Complete this section if you:

- selected 'yes' in *Applicant details > Will there be anyone else accessing the area?*
- and selected 'individual' in *Applicant details > Are you applying as an individual or a company?*

Or if you:

- selected 'yes' in *Onsite contact details > Will there be anyone else accessing the area?*

## Site access

Provide the details of each person who will also need access to the area. Use the 'add' button to add additional people.

### Person 1

First name Required

Last name Required

Telephone number Required

Is this person: (Select 1 option) Required

- the owner
- a contractor
- other

Answer this question if you selected 'other' in *Site access > > Person 1 > Is this person:*

Please specify Required

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## Person 2

First name Required

Last name Required

Telephone number Required

Is this person: (Select 1 option) Required

- the owner
- a contractor
- other

Answer this question if you selected 'other' in *Site access > > Person 2 > Is this person:*

Please specify Required

### Person 3

First name Required

Last name Required

Telephone number Required

Is this person: (Select 1 option) Required

- the owner
- a contractor
- other

Answer this question if you selected 'other' in *Site access > > Person 3 > Is this person:*

Please specify Required

### Person 4

First name Required

**Last name** Required

**Telephone number** Required

**Is this person: (Select 1 option)** Required

- the owner
- a contractor
- other

Answer this question if you selected 'other' in *Site access > > Person 4 > Is this person:*

**Please specify** Required

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### Person 5

**First name** Required

**Last name** Required

**Telephone number** Required

**Is this person: (Select 1 option)** Required

- the owner
- a contractor
- other

Answer this question if you selected 'other' in *Site access > > Person 5 > Is this person:*

**Please specify** Required

## Application details

**Why do you need to park or use your vehicle in the park or reserve?** Required

**Start date** Required (submitting online? Use the calendar icon on the right to select the date)

D	D	M	M	Y	Y	Y	Y
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**End date (if more than one day)** (submitting online? Use the calendar icon on the right to select the date)

D	D	M	M	Y	Y	Y	Y
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**Time(s) required** Required

**Vehicle type(s) and registration number(s)** Required

(Please include gross vehicle mass of all vehicles requiring access. If the registration number is unknown please provide relevant ownership details)

## Location



What is the name of the park or reserve?

What is the name or location of the access track or point of access you wish to use to enter the park or reserve? (This may be presented on the attached plan)

Select location on the map below Required

A nominated person is required to be in attendance to supervise vehicle access and use within the selected location. This person must be contactable at all times by mobile phone at the time the area is being accessed.

Please provide details of the nominated person below.

Full name Required

Mobile telephone number Required

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## Supporting documentation

As part of your application please make sure you have attached your supporting documentation as required below.

A map or specific plan detailing the access and vehicle path Required



Please attach all files to the end of this form before submitting it.

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## Indemnity and declaration

## Indemnity statement

a. If a permit is issued by the Council as requested by this application then the applicant is responsible for and indemnifies and will keep Council and each of Council's officers, employees, agents and contractors (Indemnified Persons) indemnified in respect of any claim, demand, action, damage, loss, liability, cost, charge, expense, outgoing or payment which Council or any of the Indemnified Persons pay, suffer, incur or are liable for as a consequence of or arising directly or indirectly from any or all of the following:

- (i) any breach or failure to comply with the conditions of the permit by the applicant and/or the applicant's employees, agents, contractors or invitees;
- (ii) any unlawful, wilful or negligent act or omission of the applicant and/or the applicant's employees, contractors, agents or invitees;
- (iii) any event, circumstance, matter or thing being at any time found to be other than as warranted or represented by the applicant, whether in the application, the permit or otherwise.

b. By making this application, the applicant is offering to be bound by this indemnity and this may be relied upon by the Council as a binding agreement if a permit is granted.

c. This agreement to indemnify does not merge on the expiry or cancellation of the permit, and the applicant will remain bound by the indemnity after the permit has expired or has been cancelled.

## Declaration

**I have attached the following documents as part of my application: (Select 1 or more options)**

a map or specific plan detailing the access and vehicle path. **Required**

**In making this application: (Select 1 or more options)** **Required**

I declare that the information and attachments I have provided are true and correct and I agree to comply with all clauses of the indemnity statement outlined above. **Required**

I am duly authorised to sign on behalf of the organisation or business named as the applicant (if applicable).

I agree that by typing my name below I have signed this application. **Required**

**Name of signatory** **Required**

**Date** **Required** (submitting online? Use the calendar icon on the right to select the date)

D	D	M	M	Y	Y	Y	Y
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For information on how the City of Hobart manages, handles and protects personal information it collects please refer to the [Privacy Statement and Policy](#).

*End of form*

*Don't forget to attach all files before submitting this form*