

INDIVIDUAL STALLHOLDER APPLICATION

This application is for individual Stallholders (other than food stalls or blanket/multiple stallholders) permit under the Shire of Northam Activities on Thoroughfares and Public Places and Trading Local Law 2008.

Food stalls are required to complete a 'Food Stall Application' form

Applicant

Business Name: _____ Postal Address: _____
 Contact Person: _____
 Phone: _____ Email / Fax: _____

Proposed Stall Assistant

Specify the proposed number of assistants to be engaged in conducting the stall as well as their names & addresses

Name: _____ Postal Address: _____
 Signature: _____

Stall Type **Temporary Stall (Not Food)** **Amusements – Commercial**

Proposed Stall

Date(s) of Operation: _____ Hour(s) of Operation: _____

Name of Event (Note: Approval of Event Organiser is required) :

Location of Event:

Goods or Services

Specify the proposed food to be sold/ hired or offered for sale from the stall.

Description of Proposed Stall

Specify stall set up eg: 3x3 marquee, 2 x Trestle tables etc. and draw it in the box

Plan of Proposed Stall (Bird's Eye View)

Other Information Required

All stallholders are required to have current and adequate public liability insurance.

A copy of public liability insurance is attached

Fees and Charges

Stallholder Application Fee Payable for all applications + applicable fee below	\$37.00/application
Daily	\$26.00/stall
Weekly Fee	\$147.00/stall
Monthly Fee	\$262.00/stall
Annual Fee	\$1249.00/stall

Example – 2 day stall = \$37 Application Fee + 2 x \$26 daily fee = \$89.00

Fees & charges do not apply for Charitable/Community stallholders where %100 of profit are for the community or charitable causes and staff or contractors are not paid however an application form is still required!

You may nominate a number of stall days on one application

Lodgement and Payment of Application

PAY IN PERSON

At Shire of Northam Council Office, 395 Fitzgerald Street, Northam during hours 8:30am to 4:30pm Monday to Friday.

PAY BY MAIL or EMAIL

Send completed form together with a copy or required documents and your cheque or money order or if paying by credit card complete the section provided on the right and send to Shire of Northam, PO Box 613, Northam, WA 6401 or email records@northam.wa.gov.au

PLEASE COMPLETE THIS SECTION IF PAYING BY CREDIT CARD

Name as shown on Card

Card Holder Address

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Signature

Bankcard Mastercard Visa Card

Amount \$ _____ Expiry Date ____/____

Card No:

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GL: 0714 3003

Shire Events

Enquiries regarding Northam Shire Events please contact the Visitors Centre on (08) 9622 2100.