

Application form must be lodged at least 14 days prior to commencement of proposed commercial activity.
Application will be assessed and applicant advised of outcome.

| SECTION 1 – APPLICANT’S DETAILS | | | | | |
|--|--|-------------|-----------------|---------|--|
| Title | | Given names | | Surname | |
| Name | | | | | |
| Postal address | | | | | |
| Suburb | | | State/Territory | | Postcode |
| Home phone | | Work phone | | Mobile | |
| Email | | | | | |
| Website/Facebook/Linkedin/YouTube | | | | | |
| Previous permit number (if applicable) | | | | | |
| SECTION 2 – PUBLIC LIABILITY | | | | | |
| Do you have your own public liability insurance (Certificate of Currency)? | | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <p>Note: you cannot proceed with this application if you do not have public liability insurance. You are required to hold a current certificate of currency and a licence will not be issued without evidence of this. Ipswich City Council must be noted as an interested party on the Certificate of Currency and level of cover must be a minimum of \$20million. A copy must be provided with the application form.</p> | | | | | |
| SECTION 3 – ACTIVITY DETAILS | | | | | |
| Type of activity | | | | | |
| Does your activity include amplified devices? | | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If yes, what amplifying equipment would you like to use? | | | | | |
| Activity summary (please describe your activity and include details of any equipment to be used and number of people involved.) | | | | | |
| SECTION 4 – ACTIVITY LOCATION | | | | | |
| Name of Cemetery which this activity relates to. Note: map to be included that marks proposed location within the cemetery. | | | | | |
| Filming at the Tallegalla, Warrill Park, Haigslea or Stone Quarry Cemeteries requires written approval from <u>Ipswich Cemeteries</u> | | | | | |

SECTION 5 – CHECKLIST

Review the below checklist to ensure you have provided all the required attachments before submitting your application.

Application will not be accepted until all documentation has been completed.

| | | | | |
|---|--------------------------|-----|--------------------------|-----|
| I have written approval from Ipswich Cemeteries to film at Tallegalla Cemetery, Warrill Park Cemetery, Stone Quarry Cemetery or Haigslea Cemetery. | <input type="checkbox"/> | Yes | <input type="checkbox"/> | N/A |
| I have attached a map with proposed location marked | <input type="checkbox"/> | Yes | <input type="checkbox"/> | N/A |
| I understand that if the conditions issued on the licence are not complied with, the licence can be revoked at any time and the associated fees of a justified complaint will be passed on to the licence holder. | <input type="checkbox"/> | Yes | <input type="checkbox"/> | N/A |
| I have attached a copy of my Public Liability Certificate of Currency containing the relevant information as outlined in Section 2. | <input type="checkbox"/> | Yes | <input type="checkbox"/> | N/A |
| I have attached payment of the appropriate application fee. | <input type="checkbox"/> | Yes | <input type="checkbox"/> | N/A |

FEES AND CHARGES

| | | | | |
|------------------|-------|--------------------------|------|---|
| Application fee | \$97 | | | |
| Individual Event | \$122 | <input type="checkbox"/> | Date | <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
| Annual* | \$960 | <input type="checkbox"/> | Year | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |

Individual event and annual fees payable on approval of the application.

*Annual Licence will be subject to approved days/dates and may not include all days of the year. Approved dates/times will be subject on the proposed activity.

Note: licence is per financial year.

DECLARATION

I/we, the applicant, declare that the above information is correct in all aspects, at the time of lodgement of this application with Ipswich City Council. Should any of the details given in relation to this application be changed in the future, the applicant shall advise council in writing prior to any such change being implemented.

| | | | |
|------------------------|--|------|---|
| Signature of Applicant | | Date | <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
|------------------------|--|------|---|


PAYMENT OPTIONS

For fees and charges please refer to ipswich.qld.gov.au/feesandcharges

| | |
|------------------------|---|
| Credit Card Type: | <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard |
| Card Number: | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
| Expiry Date: | <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> |
| Applicant's name | |
| Cardholder's signature | |
| Amount authorised | \$ <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> |

Cheque (make payable to Ipswich City Council), Cash, Money Order or Credit Card

LODGEMENT

| | | |
|---|--|--|
| In person: | Post to: | Email: |
| Ground Floor 1 Nicholas Street Ipswich QLD 4305 Or scan the QR code for all in person locations  | Ipswich City Council PO Box 191 IPSWICH QLD 4305 | council@ipswich.qld.gov.au |

Ipswich City Council is collecting your personal information in accordance with council's Local Laws and/or relevant legislations so that we can manage a variety of processes concerning the processing of this application. We will not disclose your personal information outside of council unless we are required by law or you have given your consent. However, in order to perform the above functions, we may need to disclose your personal information to the Chief Executive Officer who may in turn make this information available to others in accordance with the Act or as required by law.

Last reviewed June 2021 _ A5534983