



The Returned and Services League of Australia
NEW SOUTH WALES BRANCH INCORPORATED
"The Price of Liberty is Eternal Vigilance"



BEGA Sub-Branch
ABN: 59 835 668 272

President: Gary Berman
Secretary: Ken Witchard
Treasurer: Kevin Long

PO Box 4
Bega NSW 2550
Telephone: 02 64921 222
Email: subbranchbega@bigpond.com

14 January 2021

Sport & Recreation Officer
Bega Shire Council
Zingle Place
Bega NSW 2550

Dear Sir/Madam

Please find enclosed the relevant paperwork for the Traffic committee for the upcoming Anzac Day services and marches for the Bega area for April 25th 2021 **(depending on Covid -19 restrictions)**.

Also included is a copy of our insurance certificate for this year.

Sincerely Yours


Ken Witchard
Hon Secretary



THE RIGHT PROTECTION

ABN 39 000 063 892
AFS Licence No 237827

Level 2, 924 Pacific Highway, Gordon NSW 2072

Phone: (02) 9932 6444 Fax: (02) 9932 6499

**CONFIRMATION OF
INSURANCE PLACEMENT**

CLIENT	INSURER	10.06.20
Hon. Treasurer/TSecretary Bega RSL Sub-Branch PO Box 4 BEGA NSW 2550	CGU Insurance Limited GPO Box 244 SYDNEY NSW 2001	
CLASS OF RISK	PERIOD OF INSURANCE	
Legal Liability	From: 4.00 pm on 31st May 2020 To : 4.00 pm on 31st May 2021	
Policy No : 10M7431902	Our Ref : SAB MAN B2115 0003447/016	

PLACEMENT

This Certificate confirms Insurance Coverage has been effected by our Office.
It should be noted the Policy may be cancelled at any time by the Insured

This is to certify that cover has been granted in terms of the Insurer's Standard Policy, a copy of which is available on request. This certificate is not a substitute for the Policy of Insurance issued to you. The Policy, not this placement confirmation, details your rights and obligations and the extent of your Insurance cover.

- SCOPE OF COVER : The Insured's Legal Liability to pay compensation in respect of Personal Injury and/or Property Damage arising out of or in conjunction with the Insured's Business or Products, occurring within the Policy Geographical Limits.
- INSURED : Bega RSL Sub-Branch & Women's Auxiliary and/or its/their subsidiary and/or related corporations, as defined in the Corporations Law (including those acquired or incorporated during the Period of Insurance).
- BUSINESS DESCRIPTION : Principally Ownership and/or occupation of Property; Adminsitration of RSL Policy, including all official RSL Sub Branch activities, Anzac Day Commemorative Services and/or fundraising and/or charitable activities organised by the Insured and any other occupation incidental thereto or associated therewith
- GEOGRAPHICAL LIMITS : Anywhere in the world except the United States of America and Canada where this Policy shall only apply in respect of:
- (a) travelling executives and/or salespersons

CONFIRMATION OF INSURANCE PLACEMENT

Page No. 2

Bega RSL Sub-Branch
(SAB MAN B2115 0003447/016)

who are non-residents in such countries; and

- (b) claims in respect of Personal Injury and/or Property Damage caused by or arising out of Products which, without the knowledge of the Insured and/or of the Insured's agents and/or of the Insured's servants, are exported by others to such countries.

LIMITS OF LIABILITY : PUBLIC LIABILITY
Limit of Liability any one
Occurrence \$ 20,000,000

PRODUCTS LIABILITY
Aggregate Limit of Liability any
one Period of Insurance \$ 20,000,000

PROPERTY IN THE CARE CUSTODY
OR CONTROL \$ 250,000

EXCESS : \$ 500 Property Damage Only
\$ 500 Property in Care Custody or Control

POLICY WORDING : Subject to Insurers Standard Policy Wording
CGU General & Products Liability Insurance

ADDITIONAL POLICY : Nil
EXTENSIONS

POLICY EXCLUSIONS : Subject to Insurers Standard Policy Exclusions

ADDITIONAL POLICY : Nil
EXCLUSIONS

PLEASE REVIEW THE ABOVE SUMS INSURED TO AVOID POSSIBLE
FINANCIAL LOSS DUE TO UNDER INSURANCE

INSURER	POLICY NUMBER	PROPORTION
Insurance Australia Limited t/as CGU Ins A.B.N. 11 000 016 722	10M7431902	100.0000%

BECA.

NOTICE OF INTENTION TO HOLD A PUBLIC ASSEMBLY

Summary Offences Act 1988

To the Commissioner of Police

1 I, KEN WITCHARD.
Name
of PO BOX 4 BECA NSW 2550.
Address

on behalf of BECA RSL SUB BRANCH.
Organisation

notify the Commissioner of Police that on the 25th APRIL 2021.
Day
of
Month/Year

it is intended to hold:

either:

(a) a public assembly, not being a procession, of approximately

..... persons which will assemble
Number

at
Place

at approximately am/pm
Time

and disperse at approximately am/pm
Time

or

(b) a public assembly, being a procession of approximately 100
Number

persons which will assemble at GIPPS ST BECA.
Place

at approximately 10.30. am/pm
Time

and at approximately 10.45. am/pm the procession will

commence and shall proceed along CARP ST TO THE
BECA MEMORIAL. FOR THE ANNUAL SERVICE.

Specify route, any stopping places and the approximate duration of any stop: and the approximate time of termination. A diagram may be attached.

2 The purpose of the proposed assembly is.....
ANNUAL ANZAC DAY MARCH & SERVICE.

State purpose

3 The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly:

- * (i) There will be 4.....(number) of vehicles and/or ~~floats~~ involved and their type and dimensions are as follows:

CARS CARRYING INABLED VETERANS.

- * (ii) There will be 1 BAND.....(number) of bands, musicians, entertainers etc entertaining or addressing the assembly

- * (iii) The following number and type of animals will be involved in the assembly

NIL ANIMALS.

1. BEGA DISTRICT BAND.

- * (iv) Other special characteristics of the proposed assembly are as follows:

4 I take responsibility for organising and conducting the proposed public assembly.

5 Notices for the purposes of the *Summary Offences Act 1988* may be served on me at the following:

Address: PO Box 4
BEGA.

Post Code 2550

Telephone:

Signed:

Capacity/Title HON SECRETARY.

Date 14-1-21.

BECA DAWN SERVICE

NOTICE OF INTENTION TO HOLD A PUBLIC ASSEMBLY

Summary Offences Act 1988

To the Commissioner of Police

1

I, KEN WITCHARD
Name
of PO BOX 4 BECA. 2550
Address

on behalf of BECA RSL SUB BRANCH
Organisation

notify the Commissioner of Police that on the 25 APRIL 2021
Day

of _____
Month/Year

it is intended to hold:

either:

(a) a public assembly, not being a procession, of approximately

_____ persons which will assemble
Number

at _____
Place

at approximately _____ am/pm
Time

and disperse at approximately _____ am/pm
Time

or

(b) a public assembly, being a procession of approximately _____

persons which will assemble at OUTSIDE MITRE 10 AUCKLAND ST.
Number
Place

at approximately 0530 am/pm
Time

and at approximately 0545 am/pm the procession will

commence and shall proceed AROUND THE CORNER

INTO CAMP ST AND TO THE MEMORIAL.

Specify route, any stopping places and the approximate duration of any stop and the approximate time of termination. A diagram may be attached.

2

The purpose of the proposed assembly is ANZAC DAY DAWN SERVICE
& MARCH

State purpose

3

The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly:

- * (i) There will be 0 (number) of vehicles and/or* floats involved and their type and dimensions are as follows:

- * (ii) There will be NIL BAND (number) of bands, musicians, entertainers etc entertaining or addressing the assembly

- * (iii) The following number and type of animals will be involved in the assembly

NO ANIMALS OTHER THAN A TROOP
OF THE BEMBOKA LIGHT HORSE.

- * (iv) Other special characteristics of the proposed assembly are as follows:

A PA SYSTEM WILL BE USED FOR
BOULE CARRS AND HYMN MUSIC.

4

I take responsibility for organising and conducting the proposed public assembly.

5

Notices for the purposes of the *Summary Offences Act 1988* may be served on me at the following:

Address:

PO Box 4

BEGA. 2550

Post Code

Telephone

Signed:

Capacity/Title

HON SECRETARY.

Date

14-1-21.

Special Event Resources

Special Event Transport Management Plan Template

Refer to Chapter 7 of the Guide for a complete description of the Transport Management Plan

I EVENT DETAILS

I.1 Event summary

Event Name: ANZAC DAY MARCH & SERVICE.
Event Location: BEGA.
Event Date: 25th Event Start Time: 10.30 Event Finish Time: 12.00.
Event Setup Start Time: 10.30 Event Packdown Finish Time: 12.15.
Event is ☒ off-street ☒ on-street moving ☐ on-street non-moving
☐ held regularly throughout the year (calendar attached)

I.2 Contact names

Event Organiser * BEGA RSL SUB BRANCH.
Phone: 64921222 Fax: Mobile: 0428560407 E-mail: subbranchbega@bigpond.com
Event Management Company (if applicable) N/A.
Phone: Fax: Mobile: E-mail:
Police
Phone: Fax: Mobile: E-mail:
Council BEGA SHIRE COUNCIL.
Phone: Fax: Mobile: E-mail:
Roads & Traffic Authority (if Class I) N/A.
Phone: Fax: Mobile: E-mail:

*Note: The Event Organiser is the person or organisation in whose name the Public Liability Insurance is taken out.

I.3 Brief description of the event (one paragraph)

Annual Anzac Day March & Service.

2 RISK MANAGEMENT - TRAFFIC

CLASS 2 CLASS 3	2.1 Occupational Health & Safety - Traffic Control
	<input type="checkbox"/> Risk assessment plan (or plans) attached
	2.2 Public Liability Insurance
	<input checked="" type="checkbox"/> Public liability insurance arranged. Certificate of currency attached.
	2.3 Police
	<input checked="" type="checkbox"/> Police written approval obtained
	2.4 Fire Brigades and Ambulance
	<input type="checkbox"/> Fire brigades notified
	<input checked="" type="checkbox"/> Ambulance notified

3 TRAFFIC AND TRANSPORT MANAGEMENT

CLASS 3	3.1 The route or location
	<input checked="" type="checkbox"/> Map attached <i>AS PER APPLICATION FORM.</i>
	3.2 Parking
	<input type="checkbox"/> Parking organised - details attached
	<input checked="" type="checkbox"/> Parking not required
	3.3 Construction, traffic calming and traffic generating developments
	<input type="checkbox"/> Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached
	<input checked="" type="checkbox"/> There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes
CLASS 2	3.4 Trusts, authorities or Government enterprises
	<input type="checkbox"/> This event uses a facility managed by a trust, authority or enterprise; written approval attached
	<input checked="" type="checkbox"/> This event does not use a facility managed by a trust, authority or enterprise
	3.5 Impact on/of Public transport
	<input type="checkbox"/> Public transport plans created - details attached
	<input checked="" type="checkbox"/> Public transport not impacted or will not impact event
	3.6 Reopening roads after moving events
	<input checked="" type="checkbox"/> This is a moving event - details attached.
	<input type="checkbox"/> This is a non-moving event.
	3.7 Traffic management requirements unique to this event
	<input checked="" type="checkbox"/> Description of unique traffic management requirements attached
	<input type="checkbox"/> There are no unique traffic requirements for this event
	3.8 Contingency plans
	<input type="checkbox"/> Contingency plans attached

3.9 Heavy vehicle impacts

- ☐ Impacts heavy vehicles - RTA to manage
- ☒ Does not impact heavy vehicles

3.10 Special event clearways

- ☐ Special event clearways required - RTA to arrange
- ☒ Special event clearways not required

4**MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES****4.1 Access for local residents, businesses, hospitals and emergency vehicles**

- ☐ Plans to minimise impact on non-event community attached
- ☒ This event does not impact the non-event community either on the main route (or location) or detour routes

4.2 Advertise traffic management arrangements

- ☒ Road closures or restrictions - advertising medium and copy of proposed advertisements attached
- ☐ No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached
- ☐ No road closures, restrictions or special event clearways - advertising not required

4.3 Special event warning signs

- ☐ Special event information signs are described in the Traffic Control Plan/s
- ☒ This event does not require special event warning signs

4.4 Permanent Variable Message Signs

- ☐ Messages, locations and times attached
- ☒ This event does not use permanent Variable Message Signs

4.5 Portable Variable Message Signs

- ☐ The proposed messages and locations for portable VMS are attached
- ☒ This event does not use portable VMS

5**PRIVACY NOTICE**

The "Personal Information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads and Traffic Authority (RTA), or Local Government.

I declare that the details in this application are true and complete. I understand that:

- The "personal information" is being collected for submission of the Transport Management Plan for the event described in Section 11 of this document.
- I must supply the information under the Road Transport Legislation (as defined in the *Road Transport (General) Act 1999*) and the *Roads Act 1993*.
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding.
- The "personal information" being supplied is either my own or I have the approval of the person concerned to provide his/her "personal information".
- The "personal information" held by the Police, RTA or Local Government may be disclosed inside and outside of NSW to event managers or any other person or organisation required to manage or provide resources required to conduct the event or to any business, road user or resident who may be impacted by the event.
- The person to whom the "personal information" relates has a right to access or correct it in accordance with the provisions of the relevant privacy legislation.

6 APPROVAL

TMP Approved by: Event Organiser Date

7 AUTHORISATION TO *REGULATE TRAFFIC

Council's traffic management requirements have been met. Regulation of traffic is therefore authorised for all non-classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: Council Date

The RTA's traffic management requirements have been met. Regulation of traffic is therefore authorised for all classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: RTA Date

* "Regulate traffic" means restrict or prohibit the passage along a road of persons, vehicles or animals (Roads Act, 1993). Council and RTA require traffic to be regulated as described in the risk management plans with the layouts installed under the direction of a qualified person.

TATHRA

NOTICE OF INTENTION TO HOLD A PUBLIC ASSEMBLY

Summary Offences Act 1988

To the Commissioner of Police

1 I, KEN WITCHARD
Name
of PO BOX 4 BEGA, 2550
Address
on behalf of BEGA RSL SUB BRANCH.
Organisation

notify the Commissioner of Police that on the 25th APRIL 2021.
Day

of
Month/Year

it is intended to hold:

either:

(a) a public assembly, not being a procession, of approximately

100 persons which will assemble
Number

at TATHRA MEMORIAL.
Place

at approximate 0550AM & 08.00AM am/pm
Time DAWN MAIN SERVICES

and disperse at approximately 06.15 + 08.30. am/pm
Time

or

(b) a public assembly, being a procession of approximately
Number

persons which will assemble at
Place

at approximately am/pm
Time

and at approximately am/pm the procession will

commence and shall proceed

Specify route, any stopping places and the approximate duration of any stop: and the approximate time of termination. A diagram may be attached.

2 The purpose of the proposed assembly is.....

ANNUAL ANZAC DAY ~~MEMORIAL~~ SERVICE

State purpose

3 The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly:

* (i) There will be 0 (number) of vehicles and/or* floats involved and their type and dimensions are as follows:

* (ii) There will be SMALL NUMBER OF BEGA BAND MEMBERS. (number) of bands, musicians, entertainers etc entertaining or addressing the assembly

* ~~(iii)~~ The following number and type of animals will be involved in the assembly

NIL ANIMALS.

* (iv) Other special characteristics of the proposed assembly are as follows:

4 I take responsibility for organising and conducting the proposed public assembly.

5 Notices for the purposes of the *Summary Offences Act 1988* may be served on me at the following:

Address:

PO Box 4

BEGA. 2550

Telephone:

Signed:

Capacity/Title

Hon SECRETARY

Date

14-1-21.

* Delete as applicable

BEMBOKA

NOTICE OF INTENTION TO HOLD A PUBLIC ASSEMBLY

Summary Offences Act 1988

To the Commissioner of Police

1 I, KEN WITCHARD
Name
of PO BOX 4 BECIA 2550
Address
on behalf of DEAN RSL SUB BRANCH
Organisation

notify the Commissioner of Police that on the 25th APRIL 2021
Day
of _____
Month/Year

it is intended to hold:

either:

(a) a public assembly, not being a procession, of approximately

_____ persons which will assemble
Number

at _____
Place

at approximately _____ am/pm
Time

and disperse at approximately _____ am/pm
Time

or

(b) a public assembly, being a procession of approximately 100
Number

persons which will assemble at HOBBS'S STORE
Place

at approximately 10.30 AM am/pm
Time

and at approximately 10.40 am/pm the procession will

commence and shall proceed TO THE BEMBOKA MEMORIAL

Specify route, any stopping places and the approximate duration of any stop: and the approximate time of termination. A diagram may be attached.

2 The purpose of the proposed assembly is.....

ANZAC DAY SERVICES MARCH

State purpose

3 The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly:

* (i) There will be \emptyset (number) of vehicles and/or* floats involved and their type and dimensions are as follows:

* (ii) There will be \emptyset (number) of bands, musicians, entertainers etc entertaining or addressing the assembly

* (iii) The following number and type of animals will be involved in the assembly

A TROOP OF THE BEMBOKA LIGHT HORSE,

* (iv) Other special characteristics of the proposed assembly are as follows:

A PA SYSTEM WILL BE IN USE
FOR BUGLE CALLS & HYMN MUSIC

4 I take responsibility for organising and conducting the proposed public assembly.

5 Notices for the purposes of the Summary Offences Act 1988 may be served on me at the following:

Address:

PO Box 4

BEGA.

2550

Post Code

Telephone

Signed:

Capacity/Title

Hon SECRETARY

Date

14-1-21.

Please print clearly in BLOCK LETTERS with a black pen.
Ensure all fields have been filled out correctly.
Please tick ☒ the appropriate boxes.
Once your application is received a Council Officer will contact you if further information is required.

Please do not send payment with this Application.

You may use this form to make an application to hold an event. This application cannot be approved until the public liability insurance Certificate of Currency is supplied as mentioned in Item 2 below.

1 Applicant details

BEMBOKA.

Organiser's name

KEN WITCHARD

Position

Hon SECRETARY.

Organisation name

BEACH RSL SUB BRANCH.

Postal Address

PO Box 4 BEACH. 2550

Postcode

2550

Phone

Business

64921222

Home

Mobile

Email address

subbranchbeach@bigpond.com

Contact during event

K. WITCHARD.

Phone

2 Important information

1. Confirmation of event

I understand that the proposed event does not have Council approval until I have met all requirements and have been issued with a letter of confirmation to stage an event.

2. Public Liability insurance

I understand that I require a current Certificate of Currency from my organisation's insurers who certify at least \$20 million public liability coverage for this event and have noted Bega Valley Shire Council's interest on the certificate. This insurance policy is to contain a cross liability clause.

3. Fees and charges

I understand an administration charge may apply and there may be other service charges. I will be invoiced for all charges when calculated and that payment is due within seven days of invoicing. If an invoice has already been issued for an event that is subsequently cancelled by the organiser, Council will retain the administration fee if it has already been paid, or request payment if it is yet to be made.

4. Application due dates

- If a complying event and no road closure is required – at least 60 days before the event.
- If a complying event and road closure up to 24 hours is required – at least 90 days before the event.
- If a non-complying event or road closure greater than 24 hours is required – at least 120 days before the event.

Non-complying event refer to events that require conditions of approval relating to excessive noise, temporary structures or places of public entertainment.

5. Public notification

If the event is longer than three consecutive days it may require public notification, in this instance the application is required at least six months before the event.

OFFICE USE ONLY

☐ Council Owned Land/Road Reserve

☐ Council Managed Crown Land

Bega Valley Shire Council is committed to supporting unincorporated not for profit community groups and the following eligibility criteria applies to all community donations:

- Organisations/individuals applying for donations must be based/live in the Shire, or have a strong association with the Shire;
- The program, service or activity must benefit the Shire community or an individual from the Shire;
- Organisations must be Not-For-Profit (including education institutions); some exclusions apply;
- Applications will be accepted from Committees of Council and Crown Reserve Committees.

☐ Eligible for fee donation

☐ Application fee applicable

Director Approval

Code 267

Application Fee \$631.00

Allocation W5098.1102.1135



CS staff

Receipt date

3 Event details

Name of event	ANZAC DAY MARCH + SERVICE		Date/s of event	25 APRIL 2021.		
Time of event	From	11.00	To	12.00	Estimated no. of attendees	100.
	Set up date / time	10.45.		Pack up date / time		
Location of event	LOFTUS ST BEMBOKA			Specified area	BEMBOKA MEMORIAL.	
Are you raising funds as part of this event?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Beneficiary details			
Are you charging an admission / entry fee?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	If yes, how much			
Description of event	ANZAC DAY MARCH + SERVICE.					

a) Temporary structures

Are you proposing to use temporary structures? eg tents, marquees, banners, etc ☐ Yes ☒ No, please proceed to section B

Depending on the size and nature of the structure, a development application may be required.

Number of structures	size of structures	Description of structures
Owner of the structures		
Name of person erecting the structures		

b) Waste management

Will you require additional waste management services? ☐ Yes ☒ No, please proceed to section C

All events will be required to submit a mandatory waste management plan for the event.

c) Toilet provision

Does your event require the use of Council toilets? ☐ Yes ☒ No

Does your event require portable toilets? ☐ Yes ☒ No, please proceed to section D

Please provide contact details of contractor for portable toilets

Have you arranged for the servicing of the toilets? ☐ Yes ☐ No Please phone Council on 6499 2222 if servicing of toilets is required. Please note, fees may apply.

d) Electrical

Do you require access to the use of Bega Valley Shire Council electricity if available at the venue? ☐ Yes ☒ No

If yes, please provide details of proposed use

e) Water provision

Has provision been made for access to drinking water? ☐ Yes ☒ No

Where can patrons access drinking water free of charge at the event?

f) First Aid provision

Have First Aid arrangements been made? ☐ Yes ☒ No, please explain why NOT REQUIRED.

No of First Aiders on-site No of First Aid posts

Have you advised the local hospital of your event? ☐ Yes ☒ No

g) Security

Have security arrangements been made?

☐ Yes☒ No, please explain why

NOT REQUIRED.

Security Company

Contact no

Have you requested the presence of local Police at your event?

☒ Yes☐ No**h) Road closures**

Is a road closure required for this event?

☐ Yes☐ No, please proceed to section I

Street name

PARKS ST/SNOWY HWY

Suburb

BEMBOKA.

Section to be closed

Betts St, SNOWY HWY.

Purpose

Date/s

From

10.45.

am/pm on

25/4/21

to

11.45.

am/pm on

25/4/21.

The nominated responsible person (with a mobile phone or similar) is to be on-site at all times throughout the duration of the closure. This person will be accountable for the coordination and supervision of traffic management. Authorised vehicles can access the closure at one location only, under the direction of a responsible person. The nominated access point is to be shown on the Traffic Management Plan.

Note:

- A Traffic Management Plan is necessary with Road Closure Applications
- All barriers are to be supervised by certified traffic controllers

i) Parking

Is more parking required than the designated areas provided?

☐ Yes☒ No, please proceed to section J

Please identify where event patrons are to park their vehicles, including expected no of vehicles

Have public transport arrangements been made?

☐ Yes☒ No**j) Food / alcohol**

Are you proposing to provide food?

☒ No☐ Yes, please complete Council's Temporary Food Stall Holder form, and attach with this application

Will you be selling / serving alcohol?

☒ No☐ Yes, please include a copy of the liquor licence

Are you proposing to have temporary non-food stalls?

☒ No☐ Yes, please complete Council's Temporary Stall Holder (non-food) form, and attach with this application**k) Amplified sound**

Are you proposing to use amplified sound?

☒ Yes☐ No, please proceed to section L

Type of sound eg band

Style of music

MARCHING & HYMS.

Time

Start

11.00

Duration

12.00.

Amplification system

PA + MUSIC.

l) Amusement devices

Are you proposing to have amusement devices?

☐ Yes☒ No, please proceed to section M

If yes, all persons wishing to operate amusements are required to comply with Council's policy.

m) Pyrotechnics display (fireworks)

Are you proposing to use pyrotechnics?

☐ Yes☒ No

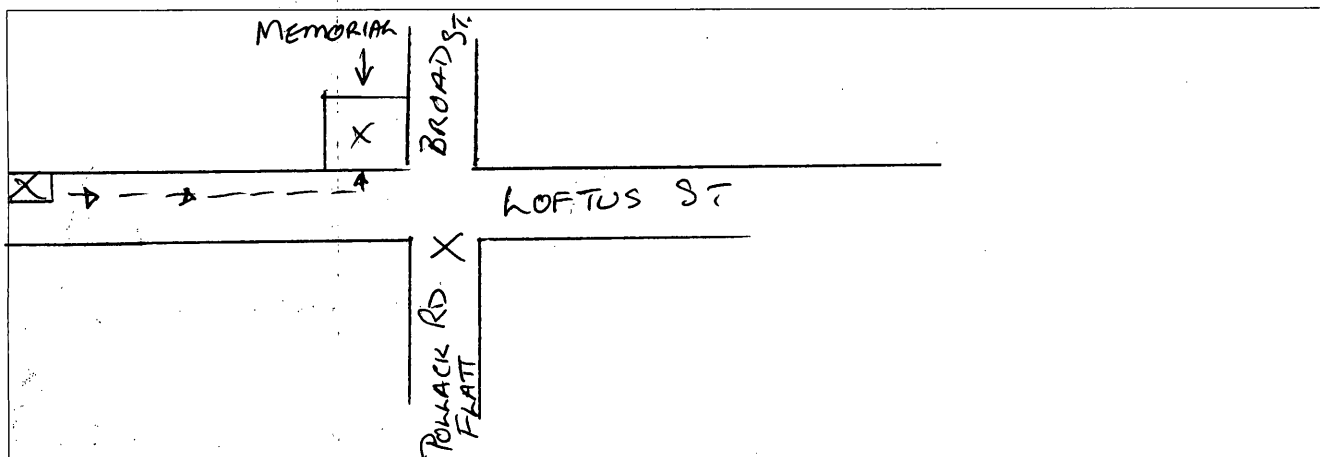
Pyrotechnics supplier

Contact no

A copy of the pyrotechnic operator's WorkCover Licence to operate fireworks and a copy of the licensed operator's Public Liability Insurance must be submitted with this application.

n) Additional comments

Please add additional comments/notes below if required.



Checklist

Please ensure the following items are included when submitting your application form

- ☐ Completed and signed application form
- ☐ Site plan – showing the location of all facilities and provisions available on site (sections a to m)
- ☐ Waste Management Plan
- ☐ Public Liability Certificate of Currency for at least \$20 million coverage

The following items may be required when submitting your application form

- ☐ Traffic Management Plan
- ☐ Temporary Food Stall application form
- ☐ Mobile Food Vending application form
- ☐ Place of Public Entertainment form
- ☐ Fireworks – WorkCover Licence
- ☐ Copy of Liquor Licence
- ☐ Risk Assessment (larger scale events)

4 Applicant declaration

I declare that to the best of my knowledge the information provided in this application is accurate and correct

Signature of applicant



Date

7/01/21

Privacy & Personal Information Protection Notice

Purpose of collection: To register or modify a premises | **Intended recipients:** Council staff and approved contractors of BVSC | **Supply:** required for the regulation of registered premises | **Access/ correction:** Council staff or Freedom of Information requests | **Storage:** Council's record management systems and archives

Please print clearly in BLOCK LETTERS with a black pen.
Ensure all fields have been filled out correctly.
Please tick ☒ the appropriate boxes.
Once your application is received a Council Officer will contact you if further information is required.

Please do not send payment with this Application.

You may use this form to make an application to hold an event. This application cannot be approved until the public liability insurance Certificate of Currency is supplied as mentioned in Item 2 below.

1 Applicant details

BEGA DAWN SERVICE.

Organiser's name

KEN WITCHARD.

Position

HON SECRETARY.

Organisation name

BEGA RSL SUB BRANCH.

Postal Address

PO Box 4, BEGA.

Postcode

2550.

Phone

Business

64 921 222

Home

Mobile

Email address

subbranchbega@bigpond.com

Contact during event

K. WITCHARD

Phone

2 Important information

1. Confirmation of event

I understand that the proposed event does not have Council approval until I have met all requirements and have been issued with a letter of confirmation to stage an event.

2. Public Liability insurance

I understand that I require a current Certificate of Currency from my organisation's insurers who certify at least \$20 million public liability coverage for this event and have noted Bega Valley Shire Council's interest on the certificate. This insurance policy is to contain a cross liability clause.

3. Fees and charges

I understand an administration charge may apply and there may be other service charges. I will be invoiced for all charges when calculated and that payment is due within seven days of invoicing. If an invoice has already been issued for an event that is subsequently cancelled by the organiser, Council will retain the administration fee if it has already been paid, or request payment if it is yet to be made.

4. Application due dates

- If a complying event and no road closure is required – at least 60 days before the event.
- If a complying event and road closure up to 24 hours is required – at least 90 days before the event.
- If a non-complying event or road closure greater than 24 hours is required – at least 120 days before the event.

Non-complying event refer to events that require conditions of approval relating to excessive noise, temporary structures or places of public entertainment.

5. Public notification

If the event is longer than three consecutive days it may require public notification, in this instance the application is required at least six months before the event.

OFFICE USE ONLY

☐ Council Owned Land/Road Reserve

☐ Council Managed Crown Land

Bega Valley Shire Council is committed to supporting unincorporated not for profit community groups and the following eligibility criteria applies to all community donations:

- Organisations/individuals applying for donations must be based/live in the Shire, or have a strong association with the Shire;
- The program, service or activity must benefit the Shire community or an individual from the Shire;
- Organisations must be Not-For-Profit (including education institutions); some exclusions apply;
- Applications will be accepted from Committees of Council and Crown Reserve Committees.

☐ Eligible for fee donation

☐ Application fee applicable

Director Approval

Code 267

Application Fee \$631.00

Allocation W5098.1102.1135



CS staff

Receipt date

3 Event details

Name of event

ANZAC DAY DAWN SERVICE + MARCH

Date/s of event

25/4/21

Time of event

From

04.45 AM

To

05.30 AM

Estimated no. of attendees

100

Set up date / time

04.30 AM

Pack up date / time

0530

Location of event

AUCKLAND ST + CARR ST

Specified area

WAR MEMORIAL

Are you raising funds as part of this event?



No



Yes

Beneficiary details

Are you charging an admission / entry fee?



No



Yes

If yes, how much

Description of event

ANZAC DAWN SERVICE
AND SHORT MARCH

a) Temporary structures

Are you proposing to use temporary structures? eg tents, marquees, banners, etc



Yes

☒ No, please proceed to section B

Depending on the size and nature of the structure, a development application may be required.

Number of structures

size of structures

Description of structures

Owner of the structures

Name of person erecting the structures

b) Waste management

Will you require additional waste management services?



Yes

☒ No, please proceed to section C

All events will be required to submit a mandatory waste management plan for the event.

c) Toilet provision

Does your event require the use of Council toilets?



Yes

☒ No

Does your event require portable toilets?



Yes

☒ No, please proceed to section D

Please provide contact details of contractor for portable toilets

Have you arranged for the servicing of the toilets?



Yes



No

Please phone Council on 6499 2222 if servicing of toilets is required. Please note, fees may apply.

d) Electrical

Do you require access to the use of Bega Valley Shire Council electricity if available at the venue?



Yes

☒ No

If yes, please provide details of proposed use

e) Water provision

Has provision been made for access to drinking water?



Yes

☒ No

Where can patrons access drinking water free of charge at the event?

f) First Aid provision

Have First Aid arrangements been made?



Yes

☒ No, please explain why

NOT REQUIRED

No of First Aiders on-site

No of First Aid posts

Have you advised the local hospital of your event?



Yes

☒ No

g) Security

Have security arrangements been made?

☐ Yes ☒ No, please explain why

NOT REQUIRED.

Security Company

Contact no

Have you requested the presence of local Police at your event?

☐ Yes ☐ No**h) Road closures**

Is a road closure required for this event?

☐ Yes ☐ No, please proceed to section I

Street name

CARP ST & PEDEN ST + AUCKLAND.

Suburb

BECA.

Section to be closed

Purpose

Date/s

From

04.30

am/pm on

25/4/21

to

05.30

am/pm on

25/4/21.

The nominated responsible person (with a mobile phone or similar) is to be on-site at all times throughout the duration of the closure. This person will be accountable for the coordination and supervision of traffic management. Authorised vehicles can access the closure at one location only, under the direction of a responsible person. The nominated access point is to be shown on the Traffic Management Plan.

Note: • A Traffic Management Plan is necessary with Road Closure Applications

• All barriers are to be supervised by certified traffic controllers

i) Parking

Is more parking required than the designated areas provided?

☐ Yes ☒ No, please proceed to section J

Please identify where event patrons are to park their vehicles, including expected no of vehicles

Have public transport arrangements been made?

☐ Yes ☒ No**j) Food / alcohol**

Are you proposing to provide food?

☒ No☐ Yes, please complete Council's Temporary Food Stall Holder form, and attach with this application

Will you be selling / serving alcohol?

☒ No☐ Yes, please include a copy of the liquor licence

Are you proposing to have temporary non-food stalls?

☒ No☐ Yes, please complete Council's Temporary Stall Holder (non-food) form, and attach with this application**k) Amplified sound**

Are you proposing to use amplified sound?

☒ Yes☐ No, please proceed to section L

Type of sound eg band

BASS SOUND SYSTEM.

Style of music

HYME & BOULE CARLS.

Time

Start

0500

Duration

1/2 HR.

Amplification system

P.A.

l) Amusement devices

Are you proposing to have amusement devices?

☐ Yes☒ No, please proceed to section M

If yes, all persons wishing to operate amusements are required to comply with Council's policy.

m) Pyrotechnics display (fireworks)

Are you proposing to use pyrotechnics?

☐ Yes☒ No

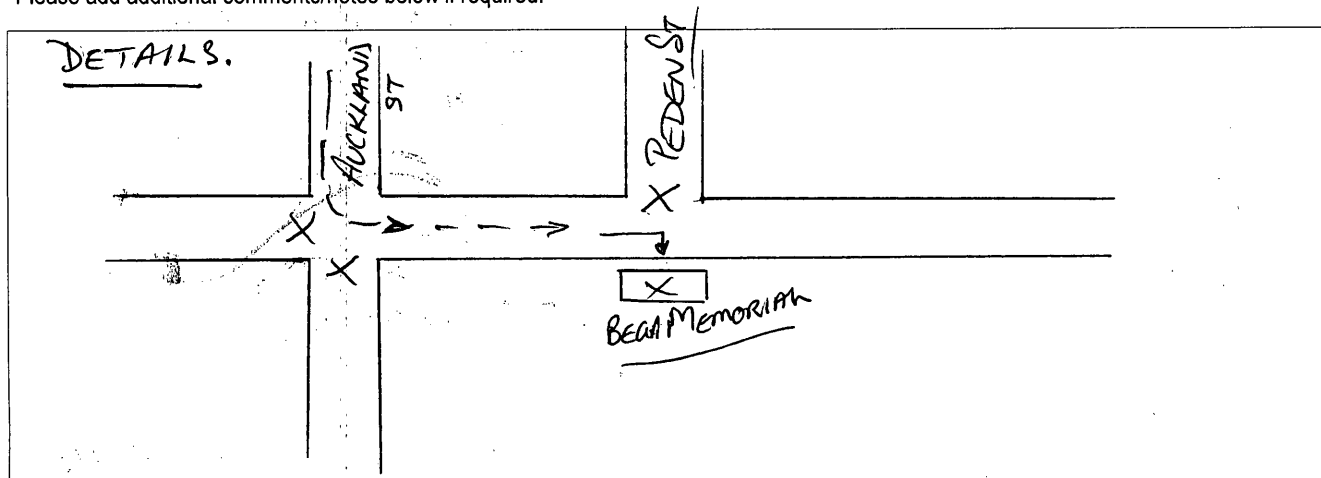
Pyrotechnics supplier

Contact no

A copy of the pyrotechnic operator's WorkCover Licence to operate fireworks and a copy of the licensed operator's Public Liability Insurance must be submitted with this application.

n) Additional comments

Please add additional comments/notes below if required.



Checklist

Please ensure the following items are included when submitting your application form

- ☐ Completed and signed application form
- ☐ Site plan – showing the location of all facilities and provisions available on site (sections a to m)
- ☐ Waste Management Plan
- ☐ Public Liability Certificate of Currency for at least \$20 million coverage

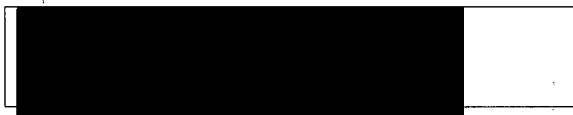
The following items may be required when submitting your application form

- ☐ Traffic Management Plan
- ☐ Temporary Food Stall application form
- ☐ Mobile Food Vending application form
- ☐ Place of Public Entertainment form
- ☐ Fireworks – WorkCover Licence
- ☐ Copy of Liquor Licence
- ☐ Risk Assessment (larger scale events)

4 Applicant declaration

I declare that to the best of my knowledge the information provided in this application is accurate and correct

Signature of applicant



Date

6 / 1 / 21.

Privacy & Personal Information Protection Notice

Purpose of collection: To register or modify a premises | **Intended recipients:** Council staff and approved contractors of BVSC | **Supply:** required for the regulation of registered premises | **Access/ correction:** Council staff or Freedom of Information requests | **Storage:** Council's record management systems and archives

Please print clearly in BLOCK LETTERS with a black pen.
Ensure all fields have been filled out correctly.
Please tick ☒ the appropriate boxes.
Once your application is received a Council Officer will contact you if further information is required.

Please do not send payment with this Application.

You may use this form to make an application to hold an event. This application cannot be approved until the public liability insurance Certificate of Currency is supplied as mentioned in Item 2 below.

1 Applicant details

BEGA, MAIN SERVICE.

Organiser's name	KEN WITCHARD.		Position	HOW SECRETARY.	
Organisation name	BEGA RSL SUB BRANCH.				
Postal Address	PO BOX 4 BEGA. 2550.			Postcode	2550.
Phone	Business	64921222.	Home		Mobile
Email address	subbranchbega@bigpond.com				
Contact during event	K. WITCHARD			Phone	

2 Important information

1. Confirmation of event	I understand that the proposed event does not have Council approval until I have met all requirements and have been issued with a letter of confirmation to stage an event.
2. Public Liability Insurance	I understand that I require a current Certificate of Currency from my organisation's insurers who certify at least \$20 million public liability coverage for this event and have noted Bega Valley Shire Council's interest on the certificate. This insurance policy is to contain a cross liability clause.
3. Fees and charges	I understand an administration charge may apply and there may be other service charges. I will be invoiced for all charges when calculated and that payment is due within seven days of invoicing. If an invoice has already been issued for an event that is subsequently cancelled by the organiser, Council will retain the administration fee if it has already been paid, or request payment if it is yet to be made.
4. Application due dates	<ul style="list-style-type: none"> If a complying event and no road closure is required – at least 60 days before the event. If a complying event and road closure up to 24 hours is required – at least 90 days before the event. If a non-complying event or road closure greater than 24 hours is required – at least 120 days before the event. <p>Non-complying event refer to events that require conditions of approval relating to excessive noise, temporary structures or places of public entertainment.</p>
5. Public notification	If the event is longer than three consecutive days it may require public notification, in this instance the application is required at least six months before the event.

OFFICE USE ONLY

☐ Council Owned Land/Road Reserve

☐ Council Managed Crown Land

Bega Valley Shire Council is committed to supporting unincorporated not for profit community groups and the following eligibility criteria applies to all community donations:

- Organisations/individuals applying for donations must be based/live in the Shire, or have a strong association with the Shire;
- The program, service or activity must benefit the Shire community or an individual from the Shire;
- Organisations must be Not-For-Profit (including education institutions); some exclusions apply;
- Applications will be accepted from Committees of Council and Crown Reserve Committees.

☐ Eligible for fee donation

☐ Application fee applicable

Director Approval

Code 267

Application Fee \$631.00

Allocation W5098.1102.1135



CS staff

Receipt date

3 Event details

Name of event	ANZAC DAY MARCH & SERVICE		Date/s of event	25 APRIL. 2021.
Time of event	From 10.30	To 12.30.	Estimated no. of attendees	100.
	Set up date / time 10.30	25/4/21	Pack up date / time	12.30.
Location of event	GIPPS - CARP SPTS Bega.		Specified area	WAR Memorial Bega.
Are you raising funds as part of this event?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	Beneficiary details	
Are you charging an admission / entry fee?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	If yes, how much	
Description of event	ANZAC DAY MARCH & SERVICE.			

a) Temporary structures

Are you proposing to use temporary structures? eg tents, marquees, banners, etc ☐ Yes ☐ No, please proceed to section B
Depending on the size and nature of the structure, a development application may be required.

Number of structures	size of structures	Description of structures
Owner of the structures		
Name of person erecting the structures		

b) Waste management

Will you require additional waste management services? ☐ Yes ☒ No, please proceed to section C

All events will be required to submit a mandatory waste management plan for the event.

c) Toilet provision

Does your event require the use of Council toilets? ☐ Yes ☒ No

Does your event require portable toilets? ☐ Yes ☒ No, please proceed to section D

Please provide contact details of contractor for portable toilets

Have you arranged for the servicing of the toilets? ☐ Yes ☐ No

Please phone Council on 6499 2222 if servicing of toilets is required. Please note, fees may apply.

d) Electrical

Do you require access to the use of Bega Valley Shire Council electricity if available at the venue? ☐ Yes ☒ No

If yes, please provide details of proposed use

e) Water provision

Has provision been made for access to drinking water? ☐ Yes ☒ No

Where can patrons access drinking water free of charge at the event?

f) First Aid provision

Have First Aid arrangements been made? ☐ Yes ☒ No, please explain why

NOT REQUIRED.

No of First Aiders on-site

No of First Aid posts

Have you advised the local hospital of your event? ☐ Yes ☒ No

g) Security

Have security arrangements been made?

☐

Yes

☒

No, please explain why

NOT REQUIRED.

Security Company

Contact no

Have you requested the presence of local Police at your event?

☐

Yes

☐

No

h) Road closures

Is a road closure required for this event?

☐

Yes

☐

No, please proceed to section I

Street name

Suburb

Section to be closed

Purpose

Date/s

From

am/pm on

to

am/pm on

The nominated responsible person (with a mobile phone or similar) is to be on-site at all times throughout the duration of the closure. This person will be accountable for the coordination and supervision of traffic management. Authorised vehicles can access the closure at one location only, under the direction of a responsible person. The nominated access point is to be shown on the Traffic Management Plan.

Note:

- A Traffic Management Plan is necessary with Road Closure Applications

- All barriers are to be supervised by certified traffic controllers

i) Parking

Is more parking required than the designated areas provided?

☐

Yes

☒

No, please proceed to section J

Please identify where event patrons are to park their vehicles, including expected no of vehicles

Have public transport arrangements been made?

☐

Yes

☒

No

j) Food / alcohol

Are you proposing to provide food?

☒

No

☐

Yes, please complete Council's Temporary Food Stall Holder form, and attach with this application

Will you be selling / serving alcohol?

☒

No

☐

Yes, please include a copy of the liquor licence

Are you proposing to have temporary non-food stalls?

☒

No

☐

Yes, please complete Council's Temporary Stall Holder (non-food) form, and attach with this application

k) Amplified sound

Are you proposing to use amplified sound?

☒

Yes

☐

No, please proceed to section L

Type of sound eg band

Style of music

Time

Start

Duration

Amplification system

l) Amusement devices

Are you proposing to have amusement devices?

☐

Yes

☒

No, please proceed to section M

If yes, all persons wishing to operate amusements are required to comply with Council's policy.

m) Pyrotechnics display (fireworks)

Are you proposing to use pyrotechnics?

☐

Yes

☒

No

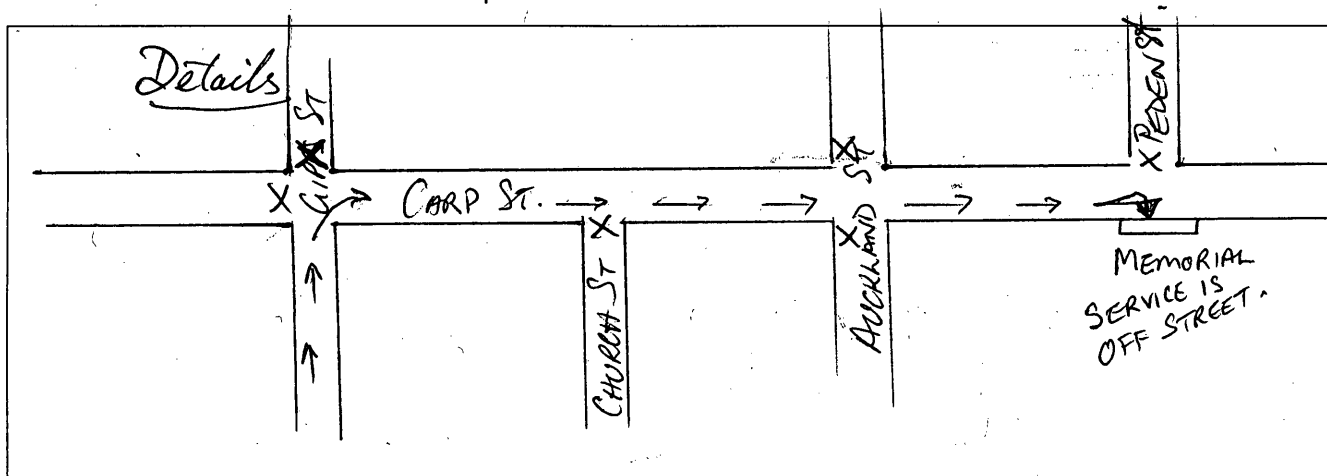
Pyrotechnics supplier

Contact no

A copy of the pyrotechnic operator's WorkCover Licence to operate fireworks and a copy of the licensed operator's Public Liability Insurance must be submitted with this application.

n) Additional comments

Please add additional comments/notes below if required.



Checklist

Please ensure the following items are included when submitting your application form

- ☐ Completed and signed application form
- ☐ Site plan – showing the location of all facilities and provisions available on site (sections a to m)
- ☐ Waste Management Plan
- ☐ Public Liability Certificate of Currency for at least \$20 million coverage

The following items may be required when submitting your application form

- ☐ Traffic Management Plan
- ☐ Temporary Food Stall application form
- ☐ Mobile Food Vending application form
- ☐ Place of Public Entertainment form
- ☐ Fireworks – WorkCover Licence
- ☐ Copy of Liquor Licence
- ☐ Risk Assessment (larger scale events)

4 Applicant declaration

I declare that to the best of my knowledge the information provided in this application is accurate and correct

Signature of applicant

[Redacted signature]

Date

6/1/21

Privacy & Personal Information Protection Notice

Purpose of collection: To register or modify a premises | **Intended recipients:** Council staff and approved contractors of BVSC | **Supply:** required for the regulation of registered premises | **Access/ correction:** Council staff or Freedom of Information requests | **Storage:** Council's record management systems and archives

Please print clearly in **BLOCK LETTERS** with a black pen.
Ensure all fields have been filled out correctly.
Please tick ☒ the appropriate boxes.
Once your application is received a Council Officer will contact you if further information is required.

Please do not send payment with this Application.

You may use this form to make an application to hold an event. This application cannot be approved until the public liability insurance Certificate of Currency is supplied as mentioned in Item 2 below.

1 Applicant details

Organiser's name	KEN WITCHARD		Position	HON SECRETARY.
Organisation name	BEGA RSL SUB BRANCH.			
Postal Address	PO BOX 4 BEGA.		Postcode	2550
Phone	Business	64 921 222	Home	
			Mobile	
Email address	subbranchbega@bigpond.com			
Contact during event	K. WITCHARD		Phone	

2 Important information

1. Confirmation of event	I understand that the proposed event does not have Council approval until I have met all requirements and have been issued with a letter of confirmation to stage an event.
2. Public Liability insurance	I understand that I require a current Certificate of Currency from my organisation's insurers who certify at least \$20 million public liability coverage for this event and have noted Bega Valley Shire Council's interest on the certificate. This insurance policy is to contain a cross liability clause.
3. Fees and charges	I understand an administration charge may apply and there may be other service charges. I will be invoiced for all charges when calculated and that payment is due within seven days of invoicing. If an invoice has already been issued for an event that is subsequently cancelled by the organiser, Council will retain the administration fee if it has already been paid, or request payment if it is yet to be made.
4. Application due dates	<ul style="list-style-type: none"> If a complying event and no road closure is required – at least 60 days before the event. If a complying event and road closure up to 24 hours is required – at least 90 days before the event. If a non-complying event or road closure greater than 24 hours is required – at least 120 days before the event. <p>Non-complying event refer to events that require conditions of approval relating to excessive noise, temporary structures or places of public entertainment.</p>
5. Public notification	If the event is longer than three consecutive days it may require public notification, in this instance the application is required at least six months before the event.

OFFICE USE ONLY

☐ Council Owned Land/Road Reserve

☐ Council Managed Crown Land

Bega Valley Shire Council is committed to supporting unincorporated not for profit community groups and the following eligibility criteria applies to all community donations:

- Organisations/individuals applying for donations must be based/live in the Shire, or have a strong association with the Shire;
- The program, service or activity must benefit the Shire community or an individual from the Shire;
- Organisations must be Not-For-Profit (including education institutions); some exclusions apply;
- Applications will be accepted from Committees of Council and Crown Reserve Committees.

☐ Eligible for fee donation

☐ Application fee applicable

Director Approval

Code 267

Application Fee \$631.00

Allocation W5098.1102.1135



CS staff

Receipt date

3 Event details

Name of event

ANZAC DAY MARCH & SERVICE

Date/s of event

25 APRIL 2021.

Time of event

From

05.30

To

08.30

Estimated no. of attendees

100.

Set up date / time

05.30 & 0800

Pack-up date / time

Location of event

TATHRA MEMORIAL.

Specified area

MEMORIAL PARK.

Are you raising funds as part of this event?

☒ No

☐ Yes

Beneficiary details

Are you charging an admission / entry fee?

☒ No

☐ Yes

If yes, how much

Description of event

ANZAC DAY MARCH & SERVICE.

a) Temporary structures

Are you proposing to use temporary structures? eg tents, marquees, banners, etc

☐ Yes

☒ No, please proceed to section B

Depending on the size and nature of the structure, a development application may be required.

Number of structures

size of structures

Description of structures

Owner of the structures

Name of person erecting the structures

b) Waste management

Will you require additional waste management services?

☐ Yes

☒ No, please proceed to section C

All events will be required to submit a mandatory waste management plan for the event.

c) Toilet provision

Does your event require the use of Council toilets?

☐ Yes

☒ No

Does your event require portable toilets?

☐ Yes

☒ No, please proceed to section D

Please provide contact details of contractor for portable toilets

Have you arranged for the servicing of the toilets?

☐ Yes

☐ No

Please phone Council on 6499 2222 if servicing of toilets is required. Please note, fees may apply.

d) Electrical

Do you require access to the use of Bega Valley Shire Council electricity if available at the venue?

☐ Yes

☒ No

If yes, please provide details of proposed use

e) Water provision

Has provision been made for access to drinking water?

☐ Yes

☒ No

Where can patrons access drinking water free of charge at the event?

f) First Aid provision

Have First Aid arrangements been made?

☐ Yes

☒ No, please explain why

NOT REQUIRED.

No of First Aiders on-site

No of First Aid posts

Have you advised the local hospital of your event?

☐ Yes

☒ No

g) Security

Have security arrangements been made?

☐ Yes☒ No, please explain why*Not Required.*

Security Company

Contact no

Have you requested the presence of local Police at your event?

☐ Yes☐ No**h) Road closures**

Is a road closure required for this event?

☒ Yes☐ No, please proceed to section I

Street name

BEGA ST TATHRA

Suburb

Section to be closed

BEGA ST.

Purpose

GATHERING AT MEMORIAL

Date/s

From

05.30

am/pm on

25/4/21

to

08.30

am/pm on

25/4/21

The nominated responsible person (with a mobile phone or similar) is to be on-site at all times throughout the duration of the closure. This person will be accountable for the coordination and supervision of traffic management. Authorised vehicles can access the closure at one location only, under the direction of a responsible person. The nominated access point is to be shown on the Traffic Management Plan.

Note:

- A Traffic Management Plan is necessary with Road Closure Applications
- All barriers are to be supervised by certified traffic controllers

i) Parking

Is more parking required than the designated areas provided?

☐ Yes☒ No, please proceed to section J

Please identify where event patrons are to park their vehicles, including expected no of vehicles

Have public transport arrangements been made?

☐ Yes☒ No**j) Food / alcohol**

Are you proposing to provide food?

☒ No☐ Yes, please complete Council's Temporary Food Stall Holder form, and attach with this application

Will you be selling / serving alcohol?

☒ No☐ Yes, please include a copy of the liquor licence

Are you proposing to have temporary non-food stalls?

☒ No☐ Yes, please complete Council's Temporary Stall Holder (non-food) form, and attach with this application**k) Amplified sound**

Are you proposing to use amplified sound?

☐ Yes☒ No, please proceed to section L

Type of sound eg band

MEMBERS OF BEGA BAND

Style of music

MARCHING & HYMN MUSIC

Time

Start

05.50

Duration

08.00

Amplification system

l) Amusement devices

Are you proposing to have amusement devices?

☐ Yes☒ No, please proceed to section M

If yes, all persons wishing to operate amusements are required to comply with Council's policy.

m) Pyrotechnics display (fireworks)

Are you proposing to use pyrotechnics?

☐ Yes☒ No

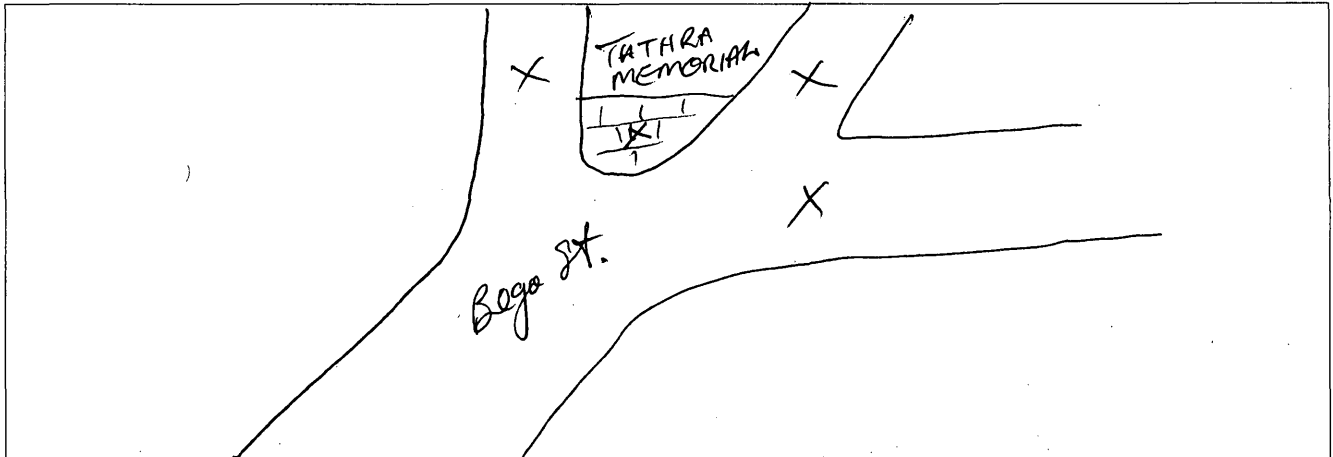
Pyrotechnics supplier

Contact no

A copy of the pyrotechnic operator's WorkCover Licence to operate fireworks and a copy of the licensed operator's Public Liability Insurance must be submitted with this application.

n) Additional comments

Please add additional comments/notes below if required.



Checklist

Please ensure the following items are included when submitting your application form

- ☐ Completed and signed application form
- ☐ Site plan – showing the location of all facilities and provisions available on site (sections a to m)
- ☐ Waste Management Plan
- ☐ Public Liability Certificate of Currency for at least \$20 million coverage

The following items may be required when submitting your application form

- ☐ Traffic Management Plan
- ☐ Temporary Food Stall application form
- ☐ Mobile Food Vending application form
- ☐ Place of Public Entertainment form
- ☐ Fireworks – WorkCover Licence
- ☐ Copy of Liquor Licence
- ☐ Risk Assessment (larger scale events)

4 Applicant declaration

I declare that to the best of my knowledge the information provided in this application is accurate and correct

Signature of applicant

Date

14/1/21

Privacy & Personal Information Protection Notice

Purpose of collection: To register or modify a premises | **Intended recipients:** Council staff and approved contractors of BVSC | **Supply:** required for the regulation of registered premises | **Access/ correction:** Council staff or Freedom of Information requests | **Storage:** Council's record management systems and archives

Please print clearly in **BLOCK LETTERS** with a black pen.
 Ensure all fields have been filled out correctly.
 Please tick ☒ the appropriate boxes.
 Once your application is received a Council Officer will contact you if further information is required.

You may use this form to make an application to hold an event. This application cannot be approved until the public liability insurance Certificate of Currency is supplied as mentioned in Item 2 below. Please do not send payment with this application.

1 Applicant details

Organiser's name	ANTHONY TOUSSAINT		Position	HON SECRETARY	
Organisation name	MERIMBULA RSL SUB-BRANCH				
Postal Address	PO BOX 473 MERIMBULA			Postcode	2548
Phone	Business		Home		Mobile
Email address					
Contact during event	PHIL HALL			Phone	

2 Important information

1. Confirmation of event	I understand that the proposed event does not have Council approval until I have met all requirements and have been issued with a letter of confirmation to stage an event.
2. Public Liability insurance	I understand that I require a current Certificate of Currency from my organisation's insurers who certify at least \$20 million public liability coverage for this event and have noted Bega Valley Shire Council's interest on the certificate. This insurance policy is to contain a cross liability clause.
3. Fees and charges	I understand an administration charge may apply and there may be other service charges. I will be invoiced for all charges when calculated and that payment is due within seven days of invoicing. If an invoice has already been issued for an event that is subsequently cancelled by the organiser, Council will retain the administration fee if it has already been paid, or request payment if it is yet to be made.
4. Application due dates	<ul style="list-style-type: none"> If a complying event and no road closure is required – at least 60 days before the event. If a complying event and road closure up to 24 hours is required – at least 90 days before the event. If a non-complying event or road closure greater than 24 hours is required – at least 120 days before the event. <p>Non-complying event refer to events that require conditions of approval relating to excessive noise, temporary structures or places of public entertainment.</p>
5. Public notification	If the event is longer than three consecutive days it may require public notification, in this instance the application is required at least six months before the event.

3 Applicant declaration

I declare that to the best of my knowledge the information provided in this application is accurate and correct

Signature of applicant

Date 5 / 02 /2021

Privacy & Personal Information Protection Notice

Purpose of collection: To register or modify a premises | **Intended recipients:** Council staff and approved contractors of BVSC | **Supply:** required for the regulation of registered premises | **Access/ correction:** Council staff or Freedom of Information requests | **Storage:** Council's record management systems and archives

OFFICE USE ONLY



Code 267

Application Fee \$676.00

Allocation W5098.1102.1135

CS staff

Receipt date

4 Event details

Name of event	ANZAC DAY SERVICE		Date/s of event	25/04/2021
Time of event	From 8.45 am	To 9.30 am	Estimated no. of attendees	50
	Set up date / time	25/04/2021 8.40 am	Pack up date / time	25/04/2021 9.30 am
Location of event	WOLUMLA		Specified area	WOLUMLA WAR MEMORIAL
Are you raising funds as part of this event?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		Beneficiary details	
Are you charging an admission / entry fee?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		If yes, how much	
Description of event	ANZAC DAY SERVICE			

a) Temporary structures

Are you proposing to use temporary structures? eg tents, marquees, banners, etc ☐ Yes ☒ No, please proceed to section B
Depending on the size and nature of the structure, a development application may be required.

Number of structures		size of structures		Description of structures	
Owner of the structures					
Name of person erecting the structures					

b) Waste management

Will you require additional waste management services? ☐ Yes ☒ No, please proceed to section C
All events will be required to submit a mandatory waste management plan for the event.

c) Toilet provision

Does your event require the use of Council toilets?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does your event require portable toilets?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please proceed to section D
Please provide contact details of contractor for portable toilets	
Have you arranged for the servicing of the toilets?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Please phone Council on 6499 2222 if servicing of toilets is required. Please note, fees may apply.	

d) Electrical

Do you require access to the use of Bega Valley Shire Council electricity if available at the venue?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, please provide details of proposed use	

e) Water provision

Has provision been made for access to drinking water?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Where can patrons access drinking water free of charge at the event?	

f) First Aid provision

Have First Aid arrangements been made?	<input type="checkbox"/> Yes <input type="checkbox"/> No, please explain why	
No of First Aiders on-site		No of First Aid posts
Have you advised the local hospital of your event? <input type="checkbox"/> Yes <input type="checkbox"/> No		

g) Security

Have security arrangements been made? ☐ Yes ☒ No, please explain why

Security Company Contact no

Have you requested the presence of local Police at your event? ☐ Yes ☐ No

h) Road closures

Is a road closure required for this event? ☒ Yes ☐ No, please proceed to section I

Street name Suburb

Section to be closed Purpose

Date/s From am/pm on to am/pm on

The nominated responsible person (with a mobile phone or similar) is to be on-site at all times throughout the duration of the closure. This person will be accountable for the coordination and supervision of traffic management. Authorised vehicles can access the closure at one location only, under the direction of a responsible person. The nominated access point is to be shown on the Traffic Management Plan.

- Note:**
- A Traffic Management Plan is necessary with Road Closure Applications
 - All barriers are to be supervised by certified traffic controllers

i) Parking

Is more parking required than the designated areas provided? ☐ Yes ☒ No, please proceed to section J

Please identify where event patrons are to park their vehicles, including expected no of vehicles

Have public transport arrangements been made? ☐ Yes ☒ No

j) Food / alcohol

Are you proposing to provide food? ☒ No ☐ Yes, please complete Council's Temporary Food Stall Holder form, and attach with this application

Will you be selling / serving alcohol? ☒ No ☐ Yes, please include a copy of the liquor licence

Are you proposing to have temporary non-food stalls? ☒ No ☐ Yes, please complete Council's Temporary Stall Holder (non-food) form, and attach with this application

k) Amplified sound

Are you proposing to use amplified sound? ☐ Yes ☐ No, please proceed to section L

Type of sound eg band Style of music

Time Start Duration Amplification system

l) Amusement devices

Are you proposing to have amusement devices? ☐ Yes ☒ No, please proceed to section M

If yes, all persons wishing to operate amusements are required to comply with Council's policy.

m) Pyrotechnics display (fireworks)

Are you proposing to use pyrotechnics? ☐ Yes ☒ No

Pyrotechnics supplier Contact no

A copy of the pyrotechnic operator's WorkCover Licence to operate fireworks and a copy of the licensed operator's Public Liability Insurance must be submitted with this application.

n) Additional comments

Please add additional comments/notes below if required.

If marching is allowed this Anzac Day, line up will be in Bega Street accross from the Hotel, march to Memorial in Bega Street at Clark Street. Members and public will assemble in front of Memorial for Anzac Day Service. If no march is allowed due to COVID restrictions the Anzac Day Service will be conducted at the Memorial

Checklist

Please ensure the following items are included when submitting your application form

- ☐ Completed and signed application form
- ☐ Site plan – showing the location of all facilities and provisions available on site (sections a to m)
- ☐ Waste Management Plan
- ☐ Public Liability Certificate of Currency for at least \$20 million coverage

The following items may be required when submitting your application form

- ☐ Traffic Management Plan
- ☐ Temporary Food Stall application form
- ☐ Mobile Food Vending application form
- ☐ Place of Public Entertainment form
- ☐ Fireworks – WorkCover Licence
- ☐ Copy of Liquor Licence
- ☐ Risk Assessment (larger scale events)

Schedule 1 Form – Notice of Intention to Hold a Public Assembly

Taken from NSW Police website:

https://www.police.nsw.gov.au/data/assets/pdf_file/0007/275560/Notice_of_Intention_to_Hold_a_Public_Assembly.pdf

Summary Offences Act 1988

To the Commissioner of Police

1 I, ANTHONY TOUSSAINT
 Name
 of 40 SAPPHIRE CRESCENT MERIMBULA
 Address
 on behalf of MERIMBULA RSL SUB-BRANCH
 Organisation
 notify the Commissioner of Police that on the 25th
 Day
 of APRIL 2021
 Month/Year

it is intended to hold:

either:

(a) a public assembly, not being a procession, of approximately

150
 Number persons which will assemble

at BEGA STREET WOLUMLA
 Place

at approximate 8.45 am
 Time am/pm

and disperse at approximately 9.30 am
 Time am/pm

or

(b) a public assembly, being a procession of approximately 15 to 25
 Number

persons which will assemble at TOP END OF BEGA STREET
 Place

at approximately 8.45 am
 Time am/pm

and at approximately 8.50 am am/pm the procession will

commence and shall proceed DOWN BEGA STREET TO THE MEMORIAL

.....

Specify route, any stopping places and the approximate duration of any stop: and the approximate time of termination. A diagram may be attached.

2 The purpose of the proposed assembly is..... ANZAC DAY SERVICE

.....
State purpose

3 The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly:

* (i) There will be ...NIL.....(number) of vehicles and/or* floats involved and their type and dimensions are as follows:

.....

.....

* (ii) There will beNIL..... (number) of bands, musicians, entertainers etc entertaining or addressing the assembly

* (iii) The following number and type of animals will be involved in the assembly

NIL

.....

* (iv) Other special characteristics of the proposed assembly are as follows:

.....

.....

4 I take responsibility for organising and conducting the proposed public assembly.

5 Notices for the purposes of the *Summary Offences Act 1988* may be served on me at the following:

Address: Merimbula RSL Club Ltd

52-54 Main Street 2548

Merimbula Post Code...2548

Telephone: [REDACTED]

Signed: [REDACTED]

Capacity/Title Hon Secretary

Date 5/02/2021`

Delete as applicable

Special Event Resources

Special Event Transport Management Plan

Refer to [Chapter 7](#) of the Guide for a complete description of the Transport Management Plan

1. EVENT DETAIL

1.1. Event Summary

Event Name: ANZAC DAY SERVICE

Event Location: WOLUMLA

Event Date: 25/04/2021 Event Start Time: 8.45 am Event Finish Time: 9.30 am

Event Setup Time: 8.40 am Event Pack down Finish Time: 9.30 am

Event is ☐ off-street ☒ on-street moving ☒ on-street non-moving

Event is ☒ held regularly throughout the year (calendar attached)

1.2. Event Summary

Event Organiser*: MERIMBULA RSL SUB-BRANCH

Phone: Fax: Mobile: [REDACTED]

Email: [REDACTED]

Event Management Company (if applicable):

Phone: Fax: Mobile:

Email:

Police:

Phone: Fax: Mobile:

Email:

Council:

Phone: Fax: Mobile:

Email:

Transport Management Centre
(if Class 1 – Sydney Metropolitan Area):

Phone: Fax: Mobile:

Email:

Roads & Maritime Service
(if Class 1 – regional NSW and Class 2 event):

Phone: Fax: Mobile:

Email:

**Note: The Event Organiser is the person or organisation in whose name the Public Liability Insurance is taken out.*

1.3. Brief description of the event (one paragraph)

2. RISK MANAGEMENT TRAFFIC

<div>Class 1</div> <div>Class 2</div> <div>Class 3</div>	2.1. Occupational Health & Safety – Traffic Control
	<input type="checkbox"/> Risk assessment plan (or plans) attached
	2.2. Public Liability Insurance
	<input checked="" type="checkbox"/> Public liability insurance arranged. Certificate of currency attached.
	2.3. Police
	<input type="checkbox"/> Police written approval obtained
	2.4. Fire Brigades and Ambulance
	<input type="checkbox"/> Fire brigades notified
	<input type="checkbox"/> Ambulance notified

3. TRAFFIC & TRANSPORT MANAGEMENT

<div>Class 1</div> <div>Class 2</div> <div>Class 3</div>	3.1. The route or location
	<input checked="" type="checkbox"/> Map attached
	3.2. Parking
	<input type="checkbox"/> Parking organised – details attached
	<input checked="" type="checkbox"/> Parking not required
	3.3. Construction, traffic calming and traffic generating developments
	<input type="checkbox"/> Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached
	<input checked="" type="checkbox"/> There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes
	3.4. Trusts, authorities or Government enterprises
	<input type="checkbox"/> This event uses a facility managed by a trust, authority or enterprise; written approval attached
	<input checked="" type="checkbox"/> This event does not use a facility managed by a trust, authority or enterprise
	3.5. Impact on/or Public Transport
	<input type="checkbox"/> Public transport plans created - details attached
	<input checked="" type="checkbox"/> Public transport not impacted or will not impact event
	3.6. Reopening roads after moving events
<input checked="" type="checkbox"/> This is a moving event - details attached.	
<input checked="" type="checkbox"/> This is a non-moving event.	
3.7. Traffic management requirements unique to this event	
<input type="checkbox"/> Description of unique traffic management requirements attached	
<input checked="" type="checkbox"/> There are no unique traffic requirements for this event	
3.8. Contingency plans	
<input type="checkbox"/> Contingency plans attached	

Class 1

Class 2

3.9. Heavy vehicle impacts

- ☐ Impacts heavy vehicles – RMS/TMC to manage
- ☒ Does not impact heavy vehicles

3.10. Special event clearways

- ☐ Special event clearways required - RMSTMC to arrange
- ☒ Special event clearways not required

4. MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES

Class 1

Class 2

Class 3

4.1. Access for local residents, businesses, hospitals and emergency vehicles

- ☐ Plans to minimise impact on non-event community attached
- ☐ This event does not impact the non-event community either on the main route (or location) or detour routes

4.2. Advertise traffic management arrangement

- ☐ Road closures or restrictions - advertising medium and copy of proposed advertisements attached
- ☒ No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached
- No road closures, restrictions or special event clearways - advertising not required

4.3. Special event warning signs

- ☐ Special event information signs are described in the Traffic Control Plan/s
- ☒ This event does not require special event warning signs

4.4. Permanent Variable Message Signs

- ☐ Messages, locations and times attached
- ☒ This event does not use permanent Variable Message Signs

4.5. Portable Variable Message Signs

- ☒ The proposed messages and locations for portable VMS are attached
- ☐ This event does not use portable VMS

5. PRIVACY NOTICE

The "Personal Information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads & Maritime Services (RMS), Transport Management Centre (TMC) or Local Government.

I declare that the details in this application are true and complete. I understand that:

- The "personal information" is being collected for submission of the Transport Management Plan for the event described in Section 1 of this document.
- I must supply the information under the Road Transport Legislation (as defined in the *Road Transport (General) Act 1999*) and the *Roads Act 1993*.
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding.
- The "personal information" being supplied is either my own or I have the approval of the person concerned to provide his/her "personal information".
- The "personal information" held by the Police, RMS/TMC or Local Government may be disclosed inside and outside of NSW to event managers or any other person or organisation required to manage or provide resources required to conduct the event or to any business, road user or resident who may be impacted by the event.
- The person to whom the "personal information" relates has a right to access or correct it in accordance with the provisions of the relevant privacy legislation.
-

6. APPROVAL

TMP Approved by: _____ Event Organiser _____, Date _____

7. AUTHORISATION TO *REGULATE TRAFFIC

Council's traffic management requirements have been met. Regulation of traffic is therefore authorised for all non-classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: _____ Council _____, Date _____

The RMS/TMC's traffic management requirements have been met. Regulation of traffic is therefore authorised for all classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: _____ RMS/TMC _____, Date _____

** "Regulate traffic" means restrict or prohibit the passage along a road of persons, vehicles or animals (Roads Act, 1993). Council and RMS/TMC require traffic to be regulated as described in the risk management plans with the layouts installed under the direction of a qualified person.*

Special Event Planning & Resource Matrix

Event Class	Description	Features	Examples	Lead Times for Agency Approval	Police Fees	Council Fees	RMS/TMC Fees
1	A Class 1 Event <ul style="list-style-type: none"> Impacts major traffic & transport systems disrupts the non-event community over a wide area requires the involvement of Police or more Councils and the RMS/TMC. requires detailed Transport Management Plan requires advertising the event's traffic aspects to a wide audience 	A Class 1 event may <ul style="list-style-type: none"> be conducted on-road or in its own venue involve trusts and authorities when using facilities managed by them involve Transport Management Centre involve the NSW Trains, Sydney Trains and State Transit, involve the Light Rail, Ferries and Point to Point Transport commissioner (taxi & ride share) involve private bus and coach organisations impact the road transport industry require RMS/TMC to provide Special Event Clearways require RMS/TMC to provide heavy vehicle detour routes require the RMS to adjust traffic signals require RMS/TMC to manage Variable Message Signs depending on the nature of the event, invoke the Police "Use Pay" policy. 	For example: <ul style="list-style-type: none"> an event: that affects a principal transport route in Sydney or an event that reduces capacity of the main highway through a country town or a bicycle race that involves the Sydney Harbour Bridge 	Minimum 4 months from first approach to Council to proposed start date 6 months for vehicle races	Charges apply where: <i>"it is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</i>	As described in Council's Special Events Policy Asset rentals: refer to Council	Marginal costs apply where services are provided above those normally provided to the community. RMS/TMC provides quote Asset rental: refer to RMS/TMC
2	A Class 2 Event <ul style="list-style-type: none"> Impacts local traffic and transport systems but does not impact major traffic & transport systems disrupts the non-event community in the area around the event but not over a wide area Requires the involvement of Police and Local Council Requires a detailed Transport Management Plan Requires advertising the event's traffic aspect to the local community 	A Class 2 event may <ul style="list-style-type: none"> Be conducted on-road or in its own venue involve trusts and authorities when using facilities managed by them involve the NSW Trains, Sydney Trains and State Transit, involve the Light Rail, Ferries and Point to Point Transport commissioner (taxi & ride share) involve private bus and coach organisations depending on the nature of the event, invoke the Police "Use Pay" policy. 	For example: <ul style="list-style-type: none"> an event that blocks off the main street of a town or shopping centre but does not impact a principal transport route or highway a motor rally on local country roads 	Minimum 3 months 3 months for vehicle races	Charges apply where: <i>"it is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</i>	As described in Council's Special Events Policy Asset rentals: refer to Council	
3	A Class 3 Event <ul style="list-style-type: none"> does not impact local or major traffic & transport systems disrupts the non-event community in the immediate area only requires Local Council and Police consent is conducted on-street in a very low traffic area such as a dead-end or cul-de-sac requires Police agreement that event qualified as Class 3 is never used for vehicle races 	A Class 3 event, depending on Local Council policy may <ul style="list-style-type: none"> require a simplified Transport Management Plan not be available in all Council areas depending on the nature of the event, invoke the Police "User Pay" policy require advertising the event's traffic aspects to the community 	For example: <ul style="list-style-type: none"> an on-street neighbourhood Christmas party 	Minimum 6 weeks	Charges apply where: <i>"it is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</i>	As described in Council's Special Events Policy Asset rentals: refer to Council	
4	A Class 4 Event is intended for small on street events and <ul style="list-style-type: none"> requires Police consent only is within the capacity of the Police to manage on their own is not a protest or demonstration is always an on-street event does not require RMS/TMC or Council consent does not require advertising the event's traffic aspect to the community does not require a Transport Management Plan does not require the involvement of other Government agencies 	A Class 4 event may <ul style="list-style-type: none"> be conducted on classified or unclassified roads cause zero to considerable disruption to the non-event community cross Police Local Area Commands (LACs) cross Local Government Areas (LGAs) require Council or RMS/TMC to assist when requested by Police depending on the nature of the event, invoke the Police "User Pay" policy 	For example: <ul style="list-style-type: none"> a small ANZAC Day march in a country town a small parade conducted under Police escort 	Minimum 1 month	Charges apply where: <i>"it is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large"</i>		

Event Class	Transport Management Plan	Risk Management Plans (Traffic Control) under OH&S Act 2000	Advertise Transport Management Arrangements	Liability Insurance	Special Event Clearway. Heavy Vehicle Detour	Public Transport	Emergency Vehicle & Local Access	Parking	Contingency Planning
1	TMP model recommended	Traffic control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended Need to consider access for disabled persons	28 days for all events that require regulation of traffic or where special event clearways in operation Not required where there is no regulation of traffic	Required with Council, TMC & Police (if police user Pays in force) named on policy. Also RMS if using RMS asset Certificate of currency required	RMS arranges if required RMS provides quote	Promote where practicable	Required. Refer to TMP	May be required. Need to consider parking for disabled persons	Recommended
2	TMP model recommended	Traffic control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended Need to consider access for disabled persons	28 days for all events that require regulation of traffic or where special event clearways in operation Not required where there is no regulation of traffic	Required with Council & Police (if police user Pays in force) named on policy. Certificate of currency required		Promote where practicable	Required. Refer to TMP	May be required. Need to consider parking for disabled persons	Recommended
3	TMP model recommended	Traffic control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended Need to consider access for disabled persons	28 days for all events that require regulation of traffic or where special event clearways in operation Not required where there is no regulation of traffic	Required with Council & Police (if police user Pays in force) named on policy. Certificate of currency required			Required. Refer to TMP		
4				Required with Council & Police (if police user Pays in force) named on policy. Certificate of currency required			Required. Refer to TMP		

Schedule 1 Form – Notice of Intention to Hold a Public Assembly

Taken from NSW Police website:

https://www.police.nsw.gov.au/data/assets/pdf_file/0007/275560/Notice_of_Intention_to_Hold_a_Public_Assembly.pdf

Summary Offences Act 1988

To the Commissioner of Police

1 I,
Name
of
Address
on behalf of
Organisation
notify the Commissioner of Police that on the
Day
of
Month/Year

it is intended to hold:

either:

(a) a public assembly, not being a procession, of approximately

.....persons which will assemble
Number

at
Place

at approximateam/pm
Time

and disperse at approximatelyam/pm
Time

or

(b) a public assembly, being a procession of approximately
Number

persons which will assemble at
Place

at approximatelyam/pm
Time

and at approximatelyam/pm the procession will

commence and shall proceed

.....

.....

Specify route, any stopping places and the approximate duration of any stop: and the approximate time of termination. A diagram may be attached.

2 The purpose of the proposed assembly is.....

.....

State purpose

3 The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly:

* (i) There will be(number) of vehicles and/or* floats involved and their type and dimensions are as follows:

.....

.....

* (ii) There will be (number) of bands, musicians, entertainers etc entertaining or addressing the assembly

* (iii) The following number and type of animals will be involved in the assembly

.....

.....

* (iv) Other special characteristics of the proposed assembly are as follows:

.....

.....

4 I take responsibility for organising and conducting the proposed public assembly.

5 Notices for the purposes of the *Summary Offences Act 1988* may be served on me at the following:

Address:

.....

..... Post Code.....

Telephone:

Signed:

Capacity/Title

Date

Delete as applicable

**CGU Insurance**

388 George Street Sydney NSW 2000
t (02) 8224 4000 f (02) 8224 4021

8 February 2021

CERTIFICATE OF CURRENCY

The policy referred to is current as at the date of issue of this certificate and whilst a due date has been indicated it should be noted that the policy may be cancelled in the future. Accordingly, reliance should not be placed on the expiry date.

Insured	RSL of Australia Sub Branches and Women's Auxiliaries Including Merimbula RSL Sub-Branch;
Policy Number	10M 7431902
Type of Policy	CGU/IBNA General and Products Liability Insurance Policy
Period of Insurance	31/05/19 – 31/05/20
Sums Insured	\$ 20,000,000 – Public Liability \$ 20,000,000 – Products Liability

The following entity, Bega Valley Shire Council, is deemed to be an Insured, to the extent described in sub clause 4.28 d) of the policy in relation to Memorial Day activities.

This is to certify cover has been granted in accordance with the terms and conditions of the Company's Standard Policy, a copy of which is available on request.

This certificate is not a substitute for the Policy of Insurance issued to you. The Policy, not this certificate, details your rights and obligations and the extent of your insurance cover.

Underwriting Services

**Retail – Metropolitan NSW
CGU Insurance**

CANDELO WOLUMLA RD

march assemble X PUB

HILLVIEW CRES

BRIDGE ST

PUBLIC
SCHOOL

COCHRANES RD

CLARK ST

Memorial
Bog Street

PRINCESS HIGHWAY