

Traders Permit Application

Shire of Donnybrook Balingup - Activities on Thoroughfares & Trading in Public Places Local Laws
(Consolidated 2017) 2025-2026



APPLICANT DETAILS

Name of Food Business:

Current Address of Business:

Locality:

Postcode:

Postal Address

(if different from above):

Locality:

Postcode:

Name of Proprietor / Applicant (in full):

Name of Proprietor / Applicant (in full, if applicable):

Phone #:

Email:

ABN / ACN (if applicable):

TRADING OPERATION & LOCATION DETAILS

Proposed Date(s):

Proposed Hours of Operation:

Address of Proposed Location:

Locality:

Postcode:

Proposed Area Required (m²):

TRADING ACTIVITY DETAILS

Please choose the most appropriate option to you:



Vehicle and/or trailer (please provide the following details)

Make:

Reg.:



Temporary structure such as a marquee, tables etc. (please ensure you have provided a copy of your plans with details of fixtures and fittings)

Please outline the types of goods and/or food offered for sale in the space provided below. Should you require additional space, please attach a separate page and note here if you have done so.



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SUBMISSION REQUIREMENTS

- ☐ Site plan depicting proposed trading location.
- ☐ Where trading is from a temporary structure a copy of the floor plan including details of equipment, fixtures and other fittings.
- ☐ Photos of the vehicle, trailer or temporary structure.
- ☐ A copy of the current public liability insurance to a minimum value of \$10 million.
- ☐ Food businesses must provide a copy of their Food Business Registration Certificate.

SUBMISSIONS

Please ensure you attach the documents listed above when submitting your application.

When lodging this form, please ensure that all required information and attachments have been provided. Failing to do so may result in delays to your application.

Please be aware that by submitting this application, you will be required to pay a **fee**. You will be contacted by the Shire for payment.

Permit Fee:	\$ 55.00 + Licence Fee (see below)		
Licence Fee:	Daily:	\$ 55.00	Weekly (continuous): \$ 55.00
	Monthly:	\$ 110.00	Annually: \$ 836.00

Applicant Signature: _____ Date: _____

