

PARK/RESERVE ACCESS FORM

Please complete the following:

Park/Reserve required: _____

Date(s) required: _____

Name of contact person: _____

Address: _____

Contact Number: _____

Email: _____

Have you or the group represented in the application, previously applied to access a Park / Reserve?

Yes No

If **Yes**, please provide details and dates:

Why is access required across the Park / Reserve?

Could the general public be exposed to works? Yes No

If **Yes**, what protective measures will be put in place to minimise risk?

If **No**, what measures prevent the general public being exposed to works?

What type of vehicle(s) will be driven across the park? _____

Please specify the distance to travel into the reserve (in square metres): _____

Please supply any other supporting information for your application.

NOTE:

- *Application forms must be completed and returned to the Town of Claremont (see below for details)*
- *Access is not confirmed until payment of all fees has been received.*
- *Cheques are to be made payable to the Town of Claremont.*
- *Any organisation or individual claiming an exemption from GST is required to supply proof – copy of letter of exemption from Tax Office, refused application for ABN etc.*

I agree to indemnify the Town of Claremont against all actions, claims, demands and costs arising out of or in connection with the access to or use of this facility.

I, _____ have read and understood the terms and conditions detailed in the Use of Reserves Policy (EN307) of the Town of Claremont. I understand that this is only an application and I will await confirmation before proceeding.

Signed

Date

Copy of Public Liability Insurance cover attached

Yes

No

Please return the completed application to:

Postal Address:

Chief Executive Officer
Town of Claremont
PO Box 54
CLAREMONT WA 6910

In Person:

Number One Claremont
308 Stirling Highway
CLAREMONT WA 6010

Email:

toc@claremont.wa.gov.au

Fax:

(08) 9285 4301

<u>Office Use Only</u>		Amount Paid	Checklist			Officer Sign Off
Access Fees			Public Liability	Yes	No	AOIS
Car / Light Vehicle <i>Irrigated</i>	\$1.30 / m2 / week		Traffic Management Plan (if required)	Yes	No	MES
Truck / Heavy Vehicle <i>Irrigated</i>	\$5.10 / m2 / week		Reticulation Marked Out			
Car / Light Vehicle <i>Non irrigated</i>	\$0.80 / m2 / week		Response Letter Sent	Yes	No	AOIS
Truck / Heavy Vehicle <i>Non irrigated</i>	\$2.60 / m2 / week		Litter Collection or Repair Works Required			
Key Bond	\$100					
	TOTAL					

Accounts to charge to:

Account	Department
22150	1104