

**Park/Reserve Vehicle Access Form**

**Please complete the following:**

Park/Reserve required: \_\_\_\_\_

Date(s) required: \_\_\_\_\_

Name of contact person: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact number: \_\_\_\_\_

Email: \_\_\_\_\_

Why is vehicle 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?

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

Please specify the distance to travel into the park/reserve (in metres): \_\_\_\_\_

**(NOTE: This will be charged to 2m wide access path to calculate the area in m<sup>2</sup>).**  
*(I.e: If your house is 50m from the entry, the fee charged will be for 100m<sup>2</sup> as per the rates table on page 2 depending on the situation).*

Access Fees	
Car / Light vehicle - <i>Irrigated park/reserve</i>	\$1.30 / m <sup>2</sup> / week
Truck / Heavy vehicle - <i>Irrigated park/reserve</i>	\$5.10 / m <sup>2</sup> / week
Car / Light vehicle - <i>Non-irrigated park/reserve</i>	\$0.80 / m <sup>2</sup> / week
Truck / Heavy vehicle – <i>Non-irrigated park/reserve</i>	\$2.60 / m <sup>2</sup> / week
Key Bond	\$100.00
Minimum Call Out for Parks and Reserves access	\$92.00
Annual vehicle access rates	POA

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Please supply any other supporting information for your application.

**NOTE:**

- *Application forms must be completed and returned to the Town of Claremont (see page 3 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 are 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 from and against all claims, demands, costs, losses, damages, expenses whether at law or in equity arising out of or in connection with or related to the access to or use of the park/reserve. I agree that I am not covered by the Town's public liability insurance and proceed at my own risk.

I have read and understood the terms and conditions detailed in the Use of Reserves Policy (EN307- see [www.claremont.wa.gov.au](http://www.claremont.wa.gov.au)) of the Town of Claremont. I understand that this is only an application and I will await confirmation before proceeding.

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Signed

Date

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Name

Title

If a company is applying, two (2) directors (or the sole director/secretary if applicable) need to sign this form and copy of public liability insurance needs to be attached.

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Signed

Date

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Name

Title

Please return the completed application to:

**Postal Address:**

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](mailto:toc@claremont.wa.gov.au)

<b><u>Office Use Only</u></b>		
<b>Access Fees</b>		<b>Amount Paid</b>
Car/Light Vehicle <i>Irrigated</i>	\$1.30 / m <sup>2</sup> / week	
Truck/Heavy Vehicle <i>Irrigated</i>	\$5.10 / m <sup>2</sup> / week	
Car/Light Vehicle <i>Non-irrigated</i>	\$0.80 / m <sup>2</sup> / week	
Truck/Heavy Vehicle <i>Non-irrigated</i>	\$2.60 / m <sup>2</sup> / week	
Key Bond	\$100.00	
Minimum Call Out for Parks and Reserves access	\$92.00	
Annual vehicle access rates	POA	
	<b>TOTAL</b>	

<b>Checklist</b>			<b>Officer to sign</b>	
Response sent	YES	NO		CP&E
Litter collection or repair works required	YES	NO		Field Officer

**Accounts to charge to (except key bond) : 20250/ 1104**