



# Commercial Use of Public Land and Roads Application



**Postal Address**  
PO Box 159  
Caboolture QLD 4510

**Customer Response Department**  
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*Fees listed are applicable 1 July 2023 – 30 June 2024*

**ABN: 92 967 232 136**

## Activity sections to complete:

<input type="checkbox"/> Outdoor Dining	Complete sections 1, 9, 11, 12, 13, 14 and 15
<input type="checkbox"/> Moreton Bay Pops Ups	Complete sections 1, 7 or 8, 11, 12, 13, 14 and 15
<input type="checkbox"/> Selling Goods and Services on Public Land and Roads	Complete sections 1, 10, 11, 12, 13, 14 and 15
<input type="checkbox"/> Itinerant Vending	Complete sections 1, 5, 11, 12, 13, 14 and 15
<input type="checkbox"/> Commercial Filming	Complete sections 1, 4, 11, 12, 13, 14 and 15
<input type="checkbox"/> Display of Commercial Goods	Complete sections 1, 3, 11, 12, 13, 14 and 15
<input type="checkbox"/> Commercial Vehicle Access	Complete sections 1, 2, 11, 12, 13, 14 and 15
<input type="checkbox"/> Jetty Landing	Complete sections 1, 6, 11, 12, 13, 14 and 15

## 1. Applicant details:

If applicant is an individual - complete Section A

If applicant is a company or an incorporated association - complete Section B

### Section A - individual application

First name:  Surname:

Address (not a PO Box):

Postal address:

Email address:

Home number:  Mobile phone:  Work phone:

### Section B - company, incorporated association, other entity type application

Legal name:

Trading as name:

ABN:  ACN:

Email address:

Address (not a PO Box):   
**Companies** - address as registered with ASIC  
**Incorporated associations** - address as registered with ASIC

Postal address:

Contact person name:

Business number:  Mobile phone:  Work phone:

Email address:

Is this activity being organised by a Registered Charity or Not for Profit organisation? If yes, please provide evidence to be eligible for the fee waiver.

Contact name and number on site:

I confirm I hold a current Public Liability Insurance Policy to the value of \$20,000,000:

## 2. Commercial Vehicle Access Activity details:

**Note:** The applicant must maintain comprehensive insurance cover for all nominated vehicles and provide a copy of the vehicle registration

Type of vehicle the access is for? e.g., car, helicopter etc

Please tick below access location for Commercial Fisherman:

Red Beach, Bribie Island

Skirmish Point, Bribie Island

Suttons Beach, Redcliffe

Access Start date:		Access Start date:		Access Start date:	
Access Finish date:		Access Finish date:		Access Finish date:	
Access Start time:		Access Start time:		Access Start time:	
Access Finish time:		Access Finish time:		Access Finish time:	

Location for all other vehicle access:

Access Start date:		Access Finish date:	
Access Start time:		Access Finish time:	

For what purpose is access to public land required? e.g., commercial fisherman, land helicopter, install swimming pool

Will there be any structures or equipment used in conjunction with the vehicle access?

Please provide the details of the vehicles that require access (maximum of 6 vehicles per application)

Vehicle 1: Make:  Model:  Registration Number:

Vehicle weight in tonnes:  Vehicle length in metres:

Vehicle 2: Make:  Model:  Registration Number:

Vehicle weight in tonnes:  Vehicle length in metres:

Vehicle 3: Make:  Model:  Registration Number:

Vehicle weight in tonnes:  Vehicle length in metres:

Vehicle 4: Make:  Model:  Registration Number:

Vehicle weight in tonnes:  Vehicle length in metres:

Vehicle 5: Make:  Model:  Registration Number:

Vehicle weight in tonnes:  Vehicle length in metres:

Vehicle 6: Make:  Model:  Registration Number:

## 3. Display of Commercial Goods Activity details:

Location of goods to be displayed:

Type of goods to be displayed:

Quantity of goods to be displayed:

Date range required e.g., daily, trading days, specified date range:

Duration of time the goods will remain on public land e.g., trading hours, 24 hours, entire duration of specified date range:

How will these goods be displayed e.g., furniture, racks, storage baskets/crates?

#### 4. Commercial Filming Activity details:

Location for activity to take place:

Is written consent required from the landowner (private land or showgrounds only)?

Pack in start date:

Pack in finish date:

Pack in start time:

Pack in finish time:

Activity start date:

Activity finish date:

Activity start time:

Activity finish time:

Pack out start date:

Pack out finish date:

Pack out start time:

Pack out finish time:

If more than one location is being applied for, please provide additional details (as above) on a separate list and attach to your application.

What structures/equipment do you plan to bring on site for your activity? Please include number and sizes of structures and please show these on your site plan e.g., arbour, lights, marquees, fencing, stages, toilets etc.

Estimated daily attendance/number of people expected to be on site?

Activity name/type of film production:

Activity/film production description: please provide a detailed description of the purpose of the activity and the operational details of what the activity involves.

Rain date (please provide alternate dates and times if your activity is affected by rain):

Alternate start date:

Alternate finish date:

Alternate start time:

Alternate finish time:

What is the frequency for this activity?

One-off:

Multiple Days:

Annual Event:

Do you intend to apply for funds from the City of Moreton Bay to deliver your activity?

Does your film production qualify for a fee waiver? Please provide evidence of your Registered Charity or Not for Profit Status, or evidence that you are studying at an Educational Facility, or details on how your film production will benefit or promote the City of Moreton Bay region:

Have you invited any dignitaries or well-known people to attend your activity? Please provide details:

Will amusement devices (e.g., a jumping castle or ferris wheel) be on site for your activity? If yes, please provide details of devices including type, size, how they will be secured to the ground and name and contact details of the operator:

Will your activity involve any water-based activities? If yes, please provide details:

Will animals be on site for your activity? If yes, please provide details:

Does your activity include fireworks? If yes, please provide details:

Will PA systems and/or amplified sound be part of your activity? If yes, please provide details:

Is access to Council's water supply required for your activity? If yes, please provide details:

Is access to Council's power supply required for your activity? If yes, please provide details:

Will generators be on site for your activity? If yes, please provide details:

Will food or food vendors be on site for your activity? If yes, please provide details:

Will alcohol be on site for your activity? If yes, please provide details:

Is vehicle access required for your activity? If yes, please provide details:

What toilet arrangements do you have in place for your activity? Please provide details:

How is waste managed for your activity? Please provide details:

Will you have lighting on site during evening hours (including pack in and pack out)? If yes, please provide details:

Do you plan to close any roads or footpaths, either full or part closure for your activity? If yes, please provide details:

How is parking managed for your activity? Please provide details:

Will traffic management and/or parking restrictions be required for your activity? If yes, please provide details:

Will security be on site for your activity? If yes, please provide details:

Will you have a First Aid provider on site for your activity? If yes, please provide details:

Does your activity have content that may cause the general public to be alarmed? e.g., fake guns or weapons or a scene with fake blood. If yes, please provide details:

Do you plan to install signs to advertise your activity across the region? If yes, please provide details:

Do you plan on advertising your activity on social media? If yes, please provide details:

Will drones be part of your activity? If yes, please provide details:

Is a temporary boat ramp closure required for this activity?

Yes

No

If yes, please provide the following details:

What is the location of the boat ramp?

What is the reason for the temporary boat ramp closure? Please provide all operational details

Please list all alternatives that were considered and the reasons why they were rejected in favour of a temporary boat ramp closure

Please provide dates/times for the temporary boat ramp closure:

Start Date:  Start Time:  Finish Time:

Finish Date:  Start Time:  Finish Time:

### 5. Itinerant Vending Activity details:

Make of vehicle:  Model of vehicle:

Registration of vehicle:

**Note:** The applicant must maintain comprehensive insurance cover for the nominated vehicle and provide a copy of the vehicle registration

Type of goods to be sold from vehicle:

Proposed operating day/s:

Will PA systems and/or amplified sound be part of your activity?

**6. Jetty Landing Activity details:**

Location of landing:

Landing required:  Annual Use OR  Daily Use

Proposed landing date/s:

Proposed landing time/s:

Proposed landing frequency:

Vessel type:  Motor vessel  Sailing vessel

Name of vessel:

Length of vessel:  Vessel displacement:  Maximum Vessel Passenger Capacity:

Is the vessel registered for commercial or recreational use?  Commercial  Recreational

**7. Moreton Bay Pop Ups - Park Activity Vendor details:**

Type of business services proposed: **Note:** Vendors are prohibited from selling food and drinks

What structures/equipment do you plan to bring on site for your activity? Please include number and sizes of structures and please show these on your site map e.g., canoe, bikes, fitness equipment etc.

**Note - All equipment is required to be removed at the end of each day, no equipment associated with your activity can be left on site while not operating**

Will PA systems and/or amplified sound be part of your activity? If yes, please provide details.

How is waste managed for your activity? Please provide details

**8. Moreton Bay Pop Ups - Food Truck Activity details:**

Type of goods proposed to be sold:

**Note:** Please provide a copy of the menu

Vehicle make:  Vehicle model:

Registration Number:  Vehicle weight:

Vehicle length:

**Note:** The applicant must maintain comprehensive insurance cover for the nominated vehicle. A copy of the vehicle registration and photos of the vehicle must be submitted with this application.

What structures/equipment do you plan to bring on site for your activity? e.g., marquee, umbrella, table/s, chair/s etc

How is waste managed for your activity?

### 9. Outdoor Dining Activity details:

Location for outdoor dining:

Food Business Licence Number:

Proposed dimensions of outdoor dining space (m2):

Trading Hours:

Do you propose to install signage?

What structures/equipment do you plan to bring on site for your activity? Please include number and sizes of structures and please show these on your site map e.g., umbrellas, table and chairs, heaters, fans etc

Have you received landowners' consent to install an outdoor dining area?

Will alcohol be sold/consumed in the outdoor dining area?

How is waste managed for your activity?

### 10. Selling Goods and Services on Public Land and Roads Activity details:

Type of trading proposed:

- Selling goods (food, drinks, flowers, seafood)**  
Please provide details of goods that will be sold?

Note: if food/beverage is proposed to be sold please provide a copy of the menu, if goods are proposed to be sold, please provide a list of goods

- Selling services (personal training, boot camp, yoga, equipment hire)**  
Please provide details of service to be provided:

Location for trading to take place? Please provide a site plan including dimensions of area (if applicable):

Trading Days: Please provide the days/times you propose to trade i.e., Mon, Tues, Wed etc.

Trading days	Please enter your trading start and finish times for each trading day below:		
<input type="checkbox"/> Monday	Trading Start Time		Trading Finish Time
<input type="checkbox"/> Tuesday	Trading Start Time		Trading Finish Time
<input type="checkbox"/> Wednesday	Trading Start Time		Trading Finish Time
<input type="checkbox"/> Thursday	Trading Start Time		Trading Finish Time
<input type="checkbox"/> Friday	Trading Start Time		Trading Finish Time
<input type="checkbox"/> Saturday	Trading Start Time		Trading Finish Time
<input type="checkbox"/> Sunday	Trading Start Time		Trading Finish Time

If selling from a vehicle, please provide below details.

Vehicle make:  Vehicle model:   
 Registration number:  Vehicle weight:   
 Vehicle length:

**Note:** If a Food Truck is proposed to be on site, please provide a copy of the vehicle registration and photographs of the vehicle.

What structures/equipment do you plan to bring on site for your activity? Please include number and sizes of structures and please show these on your site map e.g., marquee, umbrella, tables, chairs, fitness equipment, kayak, stand up paddle boards, scooter, bikes etc.

**Note** - All equipment is required to be removed at the end of each day, no equipment associated with your activity can be left on site while not operating.

What do you plan to bring on site? (e.g., marquee, umbrella, table/s, chairs, fitness equipment, kayak, stand up paddleboards, scooters, bikes). All equipment is required to be removed at the end of each day.

Will PA systems and/or amplified sound be part of your activity? If yes, please provide details:

How is waste managed for your activity?

## 11. Conditions for Commercial Use of Public Land and Roads:

For the applicable mandatory conditions see [moretonbay.qld.gov.au/Services/Licences-Regulations/Commercial-Vehicle-Access](http://moretonbay.qld.gov.au/Services/Licences-Regulations/Commercial-Vehicle-Access)

## 12. Checklist for application:

- Payment of Application Fee (no payment required if evidence of a Registered Charity or Not for Profit organisation is provided) - please see [moretonbay.qld.gov.au/Council/Governance/Fees-and-Charges](http://moretonbay.qld.gov.au/Council/Governance/Fees-and-Charges) for fee amounts
- Payment of Commercial Use of Public Land Charge (no payment required if evidence of a Registered Charity or Not for Profit organisation is provided) - please see [moretonbay.qld.gov.au/Council/Governance/Fees-and-Charges](http://moretonbay.qld.gov.au/Council/Governance/Fees-and-Charges) for fee amounts
- Evidence of a current Public Liability Insurance Policy to the value of \$20,000,000
- Completed Declaration of Applicant and Indemnity sections on this Application Form)
- Site Plan (if applicable)
- Completed Risk Management Plan
- Confirm I have read and understood the conditions



### 13. Declaration of applicant:

- I acknowledge the information provided in this application is, to my knowledge true and correct.
- I acknowledge I have the authority to sign this application on behalf of the legal entity.
- I confirm I have read and understood the conditions relevant to this application.
- I understand that Fees and Charges may be payable on lodgement of this application.
- I am 18 years of age or older at the time of making this application.

Signature:

Date:

#### Privacy Statement

Moreton Bay City Council is collecting your personal information for the purpose of assessing your application. External stakeholders may be forwarded your personal information as part of this assessment. The collection of this information is authorised under Moreton Bay City Council - Commercial Use of Public Land and Roads Local Law 2023. If your application is approved, Council will forward your personal information to internal and external stakeholders to advise of the activity. Council will also use your personal information to update Council's customer information records and to contact you about other functions and services of council.

### 14. Indemnity for Approvals granted under a Moreton Bay City Council Local Law:

In consideration of Moreton Bay City Council ("Council"), giving approval for **(Name of activity to which the approval relates) ("the Activity")**:

At **(Address/area where the activity is to be undertaken)**:

I **(Applicant Name)**:

- I agree to indemnify Council and keep it indemnified against any claim, demand, action, suit or proceeding that may be made or brought against Council, its employees, contractors and elected members for personal injury to or death of any person or loss of or damage to any property caused by, arising out of or as a consequence of the Activity.
- I acknowledge that Council has not made any claim, statement or inference with regard to the suitability of the facility or land for the Activity and I have satisfied myself in this regard.

Name of Applicant:

Signature:

Date:

### 15. Payment options:

On receipt of application an invoice will be generated and sent to you. The following payment options will be available:



#### Pay by Web

Visit Council's website:  
[www.moretonbay.qld.gov.au](http://www.moretonbay.qld.gov.au)



#### BPAY

Contact your participating financial institution to make payment from your account.



#### In Person

Payment can be made in person at Caboolture, Redcliffe and Strathpine Offices.



#### Mail

Moreton Bay City Council  
PO Box 159  
Caboolture QLD 4510



#### Pay by Phone

Call (07)3480 6346