

## Permit details

### Overview

Council is seeking expressions of interest from mobile coffee, drink and ice-cream business owners, who are interested in trading inside Officer's new regional park on Lansell Avenue.

There are 2 exclusive site-specific roadside trading permits available for **one coffee or drink truck** and **one ice-cream truck** to operate inside the regional park from 18 December 2024 to 30 April 2025.

These permits will be issued in a prime location for the summer season as residents, families and visitors from outside of Cardinia Shire plan to visit the new regional park located on Lansell Avenue in Officer.

To operate a business within the park, you will be required to have the relevant permit and only two permits will be issued as part of this expression of interest to support the park's opening. Any additional trading onsite will not be permitted, and penalties may apply.

### Application

To apply and be considered, you must:

- Own and operate a mobile drink, coffee or ice-cream business, which includes vans and trucks
- Be willing to trade on both Saturdays and Sundays
- Provide copies of relevant registration, licenses, certificates and documentation as part of the application process
- Provide a suitable receptacle for the disposal of rubbish.

This expression of interest is only open to coffee vans, drinks vans or ice-cream trucks and **no food trucks** are currently being considered for permits at this location.

Applications will be reviewed by a panel and will be assessed against relevant criteria and the answers provided in the questionnaire. Feedback will be provided to applicants and successful applicants will be contacted directly in mid-December 2024.

**Applications are now open and will close on Sunday 8 December 2024 at 5pm.**

### Permit Details

- Permit is valid for Officer District Park, Lansell Avenue, Officer 3809 ONLY for the duration of 18 December 2024 – 30 April 2025 inclusive.
- Trading is permitted 7 days per week
- Saturday and Sunday trading are a requirement of the application and understood as part of the expression of interest.
- Trading is permitted between sunrise and sunset.
- Permits are only valid for the type of business listed on the permit.

# Application EOI ODP

## Form Preview

- Location within park is non-negotiable.
- There are limits to signage that can be displayed
- No additional furniture can be provided.
- You must provide a suitable receptacle for the disposal of rubbish.
- Permits are non-transferable.

By submitting an expression of interest application, there is no guarantee that a permit will be issued.

### Permit Fee

If successful with your EOI application, the permit to operate inside the Officer District Park site is **\$426** and will be valid from 18 December 2024 – 30 April 2025.

**Permit fees are payable upon acceptance of contract**

### Eligibility

Applicants: please note

Incomplete applications and/or applications received after the closing date will not be considered.

This section of the application form is designed to help you, and us, understand if you are eligible for this grant. It is important that you complete these questions before any others to ensure you do not waste your time applying for an unsuitable grant.

If you have any questions in regards to these eligibility criteria, please contact **Parks Placemaker on 1300 787 624.**

### Confirmation of Eligibility

**Before proceeding, please confirm the following:**

**Do you own and operate a mobile drink, coffee or ice-cream business, which includes vans and trucks?**

- ☐ Yes  
☐ No

**Are you willing to trade on both Saturdays and Sundays?**

- ☐ Yes  
☐ No

**Can you provide copies of relevant registration, licenses, certificates and documentation as part of the application process?**

- ☐ Yes  
☐ No

**Can you trade 18 December 2024 to 30 April 2025?**

- ☐ Yes  
☐ No

If you cannot answer Yes to all of the above, you may not be eligible to apply.

## Contact Details

*\* indicates a required field*

### Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*.

## Applicant Details

**Applicant \***

- ☐ Individual      ☐ Organisation

Organisation Name

Title      First Name      Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Make sure you provide the same name that is listed in official documentation.

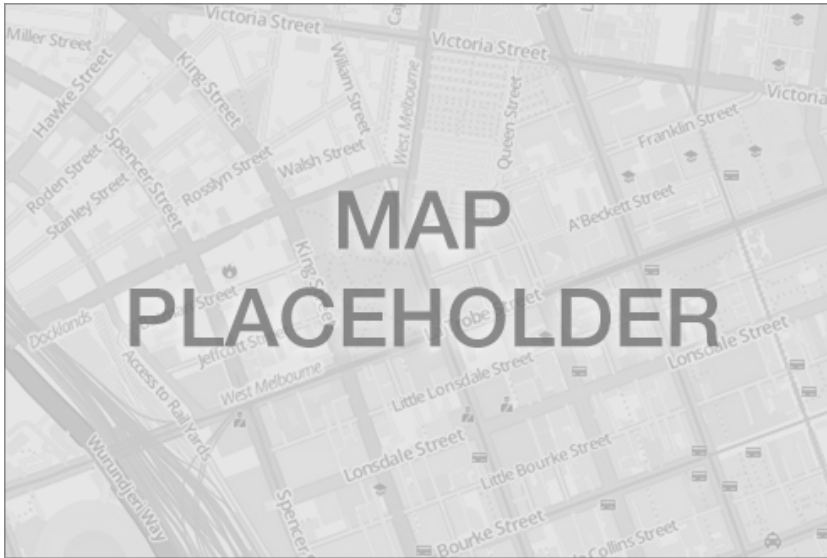
**Applicant primary address**

Address

<input type="text"/>
<input type="text"/>

# Application EOI ODP

## Form Preview



### **Applicant postal address**

Address

### **Applicant primary phone number \***

Must be an Australian phone number.

### **Applicant email address \***

Must be an email address.

### **Applicant website**

Must be a URL.

## Organisation Details

\* indicates a required field

What is your main trade

- ☐ Coffee
- ☐ Drinks
- ☐ Ice Cream

### **Describe your business and average cost of items \***

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## Form Preview

**If applicable, where do you currently trade?**

**Does your organisation have an ABN? \***

☐ Yes ☐ No

**Applicant ABN \***

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	<a href="#">More information</a>
ACNC Registration	
Tax Concessions	
Main business location	

## Documentation required

**Current Public Liability Insurance Policy (min \$20 million required)**

Attach a file:

**Can you supply a Statement of Trade (if application is successful)**

☐ Yes  
☐ No

**Can you supply Gas Safety Certificate? (if application is successful)**

☐ Yes  
☐ No  
☐ N/A

# Application EOI ODP

## Form Preview

### Certificate of Registration

Attach a file:

### Certification

\* indicates a required field

#### Certification

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

**I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.**

**I agree \***

☐ Yes

**Name of authorised person \***

Title

First Name

Last Name

Must be a senior staff member, trustee or appropriately authorised volunteer

**Position \***

Position held in applicant organisation (e.g. CEO, Treasurer)

**Phone number \***

Must be an Australian phone number.

We may contact you to verify that this application is authorised by the applicant organisation

**Email \***

Must be an email address.