

APPLICATION FOR
MOBILE VENDOR PERMIT

1 July 2025 – 30 June 2026

274 Gower Street, Preston
PO Box 91, Preston, Vic 3072
T 8470 8888 F 8470 8877
E mailbox@darebin.vic.gov.au
darebin.vic.gov.au



the place
to live

APPLICATION INFORMATION

Please complete all sections of this application form and return to the City of Darebin.

Lodgement of forms must be submitted

- E mailbox@darebin.vic.gov.au

Under Darebin City Council General Local Law No. 1 of 2015, a permit is required for any mobile vendor wishing to trade on a public roadway or Council land in Darebin.

For further information on mobile vendors please visit
www.darebin.vic.gov.au

BUSINESS DETAILS

First Name

Last Name

Business Trading Name

ABN

Address

Suburb

Postcode

Postal Address (if different from above)

Suburb

Postcode

Mobile

Email

PERMIT DETAILS

Mobile Vendor Permit - \$2800.00 per annum

Vehicle 1

Vehicle 2

Vehicle 3

Vehicle Registration

Vehicle Make and Model

Colour of Vehicle

Main items to be sold (e.g. tacos, flowers)

Other items sold (e.g. drinks, lollies)

REQUIRED DOCUMENTATION

I have included the following information with my application:

☐ A copy of my current public liability insurance with a minimum of \$10 million dollars

DECLARATION

The applicant must sign this indemnity on behalf of the business, organisation or group.

I certify that I am the applicant or authorised by the applicant/owner to bind the applicant/owner by signing this form.

I am fully aware of the Darebin City Council conditions that apply to the permit sought by me. I understand that Council may require further information from me in support of my application and that Council may refuse my application or grant a permit with conditions, which I agree to abide by.

Signature

Name

Date

The signing officer must state his/her position of authority in the case of a corporate or unincorporated body of persons, (e.g. Company or Partnership).

Position

FEES

APPLICATION FEE

The prescribed fee of **\$2800.00** must be made prior to the commencement of any commercial activity. On approval of this application an invoice will be provided for payment.

GENERAL CONDITIONS

CONDITIONS AND REQUIREMENTS

The permit holder must:

- Not conduct business within a 500m radius of an established business* whose prime product is of a like nature;
- Comply with Council's Health Department regulations;
- Council may require public notice and/or notification to others;
- The Applicant will adhere to all Council guidelines, Road Rules, Permit Conditions and safety requirements of the permit;
- Provide Council's Local Laws Department with a current copy of the Business Public Liability Insurance which shows the name and address of the permit-holder with City of Darebin listed as an interested party, for an amount not less than ten million dollars (\$10,000,000), and must produce to Council the receipt for any premium upon demand. A Public Liability renewal must be provided when the current policy expires;
- The Applicant recognises the right of Council to cancel the permit and, at its discretion, refund any fees paid on a pro rata basis if conditions of permit are not adhered to at any time. At the discretion of Local Laws officers a three strike policy will apply.

* An established business is one that is trading from a building.

FAILURE TO COMPLY

Failure to comply with any or all of the above conditions could render this permit VOID and the offender liable to prosecution under the Council's Local Laws and other relevant legislation. The applicant will be liable and responsible for any damage or any claim or litigation arising from such activities.

INDEMNITY

The applicant indemnifies and holds harmless Council against all suits, actions, proceedings, judgements, claims, demands, costs, expenses, losses or damages for which Council becomes or may become, liable in relation to the death or injury to any person or the damage to any property in connection with the activities noted in the permit, howsoever arising, except to the extent that Council is negligent.

PRIVACY STATEMENT

Darebin City Council ("Council") collects, holds and manages personal information under the Privacy and Data Protection Act 2014 (Vic) ("PDP Act").

The personal information you provide on this application is being collected by the City Safety & Compliance Department for the purpose of assessing your eligibility for a permit issue under the City of Darebin General Local Law 2015. We may also need to contact you from time to time for directly related purposes.

The Council enter personal details into Council's internal databases and systems such as the Customer Request Management and Records Management Systems, when processing the forms.

Instances where we may share this personal information include:

- When we are legally required to, for instance to the Police, Courts or Fines Victoria.
- To Council's agents, such as lawyers.
- With Council Staff, including our language aide staff an interpreter, for action on your lodged enquiry.

You are required to provide this information to apply for a permit under the City of Darebin General Local Law 2015. If you choose not to complete the form in full, Council will be unable to process your application.

You can access the Council's privacy policy by emailing privacy.officer@darebin.vic.gov.au or from our customer centre. For further information on privacy matters please call Council's Privacy Officer on 8470 8888 or email to privacy.officer@darebin.vic.gov.au.

If you would like to gain access to your personal information, you can contact Council's Freedom of Information officer on 8470 8888 or email to foi@darebin.vic.gov.au.



National Relay Service
TTY dial 133 677 or Speak & Listen
1300 555 727 or to relayservice.gov.au
then enter 03 8470 8888



Speak Your Language
8470 8470