

# HUME CITY COUNCIL PERMIT TO CONSUME ALCOHOL ON COUNCIL LAND APPLICATION FORM

ABN 14 854 354 856  
1079 Pascoe Vale Road, Broadmeadows Vic 3047  
Correspondence: PO Box 119, Dallas Vic 3047  
Telephone: 03 9205 2200  
Email: [contactus@hume.vic.gov.au](mailto:contactus@hume.vic.gov.au)  
[www.hume.vic.gov.au](http://www.hume.vic.gov.au)

## CLUB/ORGANISATION DETAILS

|NAME OF CLUB/ORGANISATION \_\_\_\_\_

|POSTAL ADDRESS \_\_\_\_\_ |POST CODE \_\_\_\_\_

|☎ BH \_\_\_\_\_ |☎ M \_\_\_\_\_ |☎ AH \_\_\_\_\_

|✉ EMAIL \_\_\_\_\_

## APPLICANT DETAILS

|NAME OF APPLICANT \_\_\_\_\_

|COMPANY/ORGANISATION \_\_\_\_\_

|POSTAL ADDRESS \_\_\_\_\_ |POST CODE \_\_\_\_\_

|☎ BH \_\_\_\_\_ |☎ M \_\_\_\_\_ |☎ AH \_\_\_\_\_

|✉ EMAIL \_\_\_\_\_

## VENUE DETAILS

|NAME OF RESERVE \_\_\_\_\_

|LOCATION (SPECIFY ADDRESS) \_\_\_\_\_

|ACTIVITY DESCRIPTION/OTHER INFORMATION \_\_\_\_\_

### REQUIRED DOCUMENTS

- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>I have attached a current copy of my public liability insurance to the value of \$10,000,000 valid for the period of the permit noting Councils interest.</li></ul> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <ul style="list-style-type: none"><li>I have attached credentials/proof of being an organisation/club.</li></ul>  | <input type="checkbox"/> Yes <input type="checkbox"/> No |

**APPLICATIONS CAN NOT BE PROCESSED WITHOUT ALL INFORMATION COMPLETED AND SUPPORTING  
DOCUMENTS PROVIDED**

**PLEASE NOTE THAT FORMS MUST BE SUBMITTED A  
MINIMUM OF TWO (2) WEEKS PRIOR TO THE FIRST  
DATE REQUESTED**







# HUME CITY COUNCIL PERMIT TO CONSUME ALCOHOL ON COUNCIL LAND CONDITIONS

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## **A permit is required to Consume Alcohol on Council Land.** *(Council's General Law No.1 – 2013, Part 2 – ROADS & MUNICIPAL PLACES, clause 2.4)*

### **Consuming Alcohol on Council Land Conditions:**

- Application must be completed and all supporting documents supplied before your application can be processed.
- Application must be submitted two (2) weeks prior to the first date requested.
- A copy of your Public Liability Insurance minimum of \$10 million noting Councils interest must be provided with application.
- Police comment section completed by Victoria Police including the Officers member identification number.
- The permit is the responsibly of the applicant and should be made available upon demand by Victoria Police or a Council Authorised Officer.
- Any sale of liquor is to be in accordance with liquor licensing agreements and permit conditions.
- Area is to be cleared of litter at the cessation of the activity.
- The permit is subject to review on receipt of any substantiated complaint.
- Council reserves the right to revoke this permit at any time if in the opinion of an Authorised Officer any condition of the permit is being breached.



# HUME CITY COUNCIL PERMIT TO CONSUME ALCOHOL ON COUNCIL LAND GUIDELINES & INFORMATION

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## GUIDELINES & INFORMATION

### Who can apply?

“Consume Alcohol on Council Land” permits are generally granted to Sporting Clubs and Associations who occupy Council reserve’s and/or utilise Council venues or facilities.

### When can I apply?

“Consume Alcohol on Council Land” permits must be submitted a minimum of three (3) weeks prior to the first date requested.

### What Information is required?

- Current copy of Public Liability Insurance to the value of \$10,000,000 valid for the period of the permit noting Councils interest.
- Current copy of Liquor License, if applicable.
- Police Comment with member number.
- Event dates and times.

### How do I apply?

You must complete the application and provide all relevant documentation in order for your application to be processed. You can lodge your application using the following options:

**In person:**  
1079 Pascoe Vale Road Broadmeadows 3047  
40 Macedon Street Sunbury 3429  
75-95 Central Park Avenue Craigieburn 3064  
Office hours are Monday to Friday 8.00am-5.00pm

**By post:**  
Hume City Council, PO Box 119, Dallas 3047

**By email:**  
[contactus@hume.vic.gov.au](mailto:contactus@hume.vic.gov.au)

“Consume Alcohol on Council Land” permits are issued and are only provided whilst all conditions contained therein and the condition/s of the permit issued are complied with. Failure to comply with all conditions may result in this authority being withdrawn.

### How much does it cost?

Council does not charge a fee for “Consume Alcohol on Council Land” permits.

