



Will you require City of Canning trees/vegetation/landscaping/infrastructure etc. to be removed? If yes, please give further details:	YES	NO
Do you require portage or access to/from the river bank?	YES	NO
Do you require access for more than one day?	YES	NO
Do you require a permit/approval from another department within the City of Canning for the event or intended works? If you are unsure, please mark YES and we will contact you to confirm.	YES	NO
Do you have a permit/approval for proposed works?	YES	NO

## DETAILS

Please describe in detail what you will be doing during the hire of this space. What will be involved? Please include a brief description of what you are planning to do, a description of your organisation (if applicable) and the reason for holding this event/needing access.


Please note:

- 1) Your organisation must supply a copy of its Certificate of Currency for Public Liability Insurance.
- 2) Depending on the nature of your event, you may be required to supply a layout plan.
- 3) Use of any Council facilities is subject to availability.

## DECLARATION

I acknowledge that I have read and understood the Conditions of Hire and that I am an authorised representative of the organisation named in the application and that I am over the age of 18. I assume full responsibility and accept liability should my use of the space contravene these conditions and/or cause damage to the space. I accept that I may be held liable for replacement and repair of said damage. I hereby give permission for any associated costs to be deducted from my bond (if applicable) or charged to me.

NAME:

SIGNATURE (digital signatures accepted):

POSITION HELD (if representing an organisation):

DATE:

## Application submission (use any of the following methods to submit)

### EMAIL DIGITAL FORM

Fill out form digitally **and save this as \*.pdf**. Please attach supporting documents and email to [bookings@canning.wa.gov.au](mailto:bookings@canning.wa.gov.au)

### PRINT, FILL, SCAN and EMAIL

Print and fill in form by hand. Attach supporting documents, scan and email to [bookings@canning.wa.gov.au](mailto:bookings@canning.wa.gov.au)

### PRINT, FILL and POST

Print and fill in form by hand. Attach supporting documents and **mail to:**  
*City of Canning  
Active Places Officer  
Locked Bag 80  
Welshpool WA 6986*