



When blank, this form is classed as **OFFICIAL**, when filled out, this form is classed as **OFFICIAL-SENSITIVE**.

Application

Applications must be submitted a minimum of 28 days in advance to allow for sufficient time to process the application.

Check list

Please ensure that you have addressed all applicable sections of the form prior to submission and include the following documents:

- ☐ A detailed site map/plan of the area (must include site specifications in square metres)
- ☐ Current public liability insurance certificate of \$20 million

Has a temporary land permit been granted previously?				Yes	☐	No	☐				
If yes please provide brief information:											
Location											
Applicant name											
Company name											
Address											
Postal address											
Telephone				Mobile							
Email											
Reason for request:											
Area required (in square metres)											
Date from				Date to							
Time from		am	☐	pm	☐	Time to		am	☐	pm	☐
Applicant signature							Date				

- ☐ By signing above I acknowledge that I have fully read, understand and accept all general conditions stated on the following page.

General conditions

The Applicant (You) has applied for a temporary land permit (Permit) in the area required (Site) for the dates specified, and for the reason specified in this application, and the CEO of the Department of Transport and Major Infrastructure (Department) provides the Permit, provided that the Applicant (You) complies with the following conditions:

1. You are responsible for the payment of the applicable rent. Following assessment of your application you will be informed by the Department of the rent due.
2. You are responsible for any outgoings incurred such as power and water. Rubbish is to be placed in receptacles provided and the CEO of the Department reserves the right to levy a rubbish removal charge if the harbour incurs excessive expense in removing rubbish associated with your use of the Site.
3. Discharge of sullage (wastewater and sewage) within any part of the harbour is strictly prohibited.
4. The Site in the Department harbour, which You have nominated as required for the Permitted Purpose is to be maintained in a clean and tidy state at all times, and on expiry of the Permit, left in a state of repair and condition acceptable to the Department.
5. The use of any Mobile Van is to be maintained in a neat, tidy and aesthetically acceptable appearance and is to be removed from the Site and the harbour at the close of each trading day (unless specific approval to do otherwise has been sought and obtained in writing from the Department).
6. You will not erect or build on the Site or any part of the harbour without prior written approval from the Department.
7. You will not do or carry out any harmful, offensive or illegal act.
8. You must not, without Department approval, advertise, solicit or tout for business or spruik verbally or by use of any loudspeakers.
9. At all times You will duly and punctually comply with applicable statutes, regulations and by-laws as required.
10. At all times You indemnify and keep indemnified the Crown in right of the State of Western Australia, Minister for Transport, the Department, its servants and agents of such instrumentalities:
 - a.) against all damage to property of the Crown in or around the harbour caused by or arising out of or in relation to the use by You or any of Your employees, workmen, agents or invitees of the Site or its surrounding area; and
 - b.) against all actions, suits, demands, claims and costs which may be made at any time or times by any person or corporation arising out of or in relation to or incidental to the use by You or Your employees, workmen, agents or invitees of the Site or its surrounding area.
11. Public Liability insurance is to be held in the amount of \$20 million and You must provide a copy to the Department prior to the Permit being approved.
12. At all times You will allow and maintain access to all vehicular and pedestrian traffic into the harbour.
13. The Department reserves the right to cancel the Permit at any time, or amend the area required for the Site should significant operational problems arise.

Privacy Collection Notice

DTMI may collect your personal information on this form for the purpose of assessing applications related to vessel accommodation, licences, services and activities within DTMI facilities under the *Marine and Harbours Act 1981*, *Jetties Act 1926*, *Shipping and Pilotage Act 1967* (as applicable) and regulations made under them. The details you provide are used on an ongoing basis for administering your records.

Providing this information is voluntary, but your application may be refused if it is incomplete.

DTMI may disclose your information to law enforcement agencies, interstate or overseas licensing authorities, courts or other entities as permitted by law, including for identity verification and law enforcement purposes.

DTMI is committed to protecting your privacy. For more information on how we handle your personal information, including the purposes for which it may be used and disclosed, visit transport.wa.gov.au/privacy. You may access or correct your personal information by emailing foi@transport.wa.gov.au or visiting transport.wa.gov.au/foi.

Note

Following assessment by the Department, applicants will be advised in writing of the outcome of this application, which may also be subject to additional conditions as required.

OFFICE USE ONLY

Rent recommendation			
Comments (advise how rent was determined):			
Has applicant been informed of the recommended rent fee?		Yes ☐	No ☐
DTMI account code	10000-707-3500-04- -5120-0000		
Name			
Position			

Regional Applications – Endorsement

☐ Endorsed	☐ Not endorsed		
Comments:			
Name			
Position		Date	
Name			
Position		Date	

Perth Metropolitan Applications – Endorsement

☐ Endorsed	☐ Not endorsed		
Comments:			
Name			
Position		Date	