

**MOS – CASUAL TRADERS OCCUPYING
COUNCIL SITE APPLICATION**

Applicants Name/s: _____

Address: _____

Postal Address (if difference from above): _____

Phone (Home): _____ (Work/Mob _____)

Trading As: _____

Description of Operation: _____

Proposed Days/Hours: _____

Vehicle: _____ Registration: _____

Proposed Commencement Date: _____

(Applicant's Signature)

(Application Date)

NOTE:

- This application and the accompanying Licence to Occupy a Kawerau District Council owned site does not in any way circumvent or bypass any Regulatory process that may be required.
- A licence fee of FIFTY DOLLARS (\$50.00) per month (GST inclusive) for the use of the site will be invoiced. The charge shall commence FOUR(4) months following the stated commencement date.

Office Use Only		
Application forwarded to & approved by MOS	<input type="checkbox"/> Yes <input type="checkbox"/> No	Date:
Application forwarded to Operations Administrator		Date:
Licence to Occupy sent to applicant:		Date:
Licence to Occupy signed by applicant & MOS		Date:
Copy of Licence to Occupy forwarded to Regulatory Administrator (or TLMC)		Date:
Fwd. Licence to Occupy to Admin Assistant – Important Docs process		Date:
Sundry Invoice request to Finance Officer – commencement + 4 Months		Date:

Designated Locations – Casual Traders

