

Hamilton City Council

Application for Extension

Outdoor Dining Permit - Non Alcohol

Company Name and/or Name			
Name of Business			
Premise Address			
Postal Address (if different)			
Contact Person		Phone	
Mobile		Email	

Do you have an existing Outdoor Dining Permit? Y/N: _____ Number of Existing Permit: _____

1. Location of proposed extension to outdoor dining permit?

2. Size of area of extension requested?(approx. sqm) Provide Sketch

3. Is this a public space? Yes No

4. Proposed number of tables to be added to extended area?

5. Proposed set up of tables and chairs – Provide Sketch

6. Current approved indoor table capacity?

7. Proposed hours of operation?(if different to existing permit)

8. Evidence of public liability insurance that includes the extended space to a minimum value of \$2,000,000.00

Name of Insurer	
Policy No	
Expiry Date	
Amount of Public Liability Cover	

CHECKLIST:

Copy of proposed outdoor dining plan (sketch)

Copy of insurance certificate specifying details of public liability insurance

Please be advised that as part of the processing of your application a warranted officer of the Hamilton City Council may need to conduct a site visit to measure the designated area for outdoor dining.

The personal information that you provide on this form will be held and protected by Hamilton City Council in accordance with our Privacy Statement (available at <https://www.hamilton.govt.nz/privacy> and at our Libraries, Pools and the Municipal Building, Garden Place) and with the Privacy Act 1983. The Privacy Statement explains how we can use and share your personal information in relation to the interaction you have with the Council, and how you can access and correct that information. You should familiarise yourself with this statement before submitting this form.

Customer Signature		Date	
--------------------	--	------	--

OFFICE USE ONLY

Date	
------	--

Permit Valid From		To	
-------------------	--	----	--

Staff Signature		Date	
-----------------	--	------	--

**Applications can be delivered to Customer Services, Ground Floor, Municipal Building, Garden Place.
posted to City Safe Operations, Hamilton City Council, Private Bag 3010, Hamilton; or emailed to permits@hcc.govt.nz**