

## Application to Use a Public Place for Events - Submission confirmation

Your submission has been successful. Please keep a copy of this receipt for your records.

Date and time

17 Feb 2025 4:00:49 PM

Reference code

ZGX6STTS

Transport Canberra and City Services

GPO Box 158  
Canberra ACT 2601

Phone: 13 22 81  
publiclanduse@act.gov.au

Permit number (office use only)

### Office use only

☐ Approved

Approved from date

Approved to date

Additional conditions

Signature

Issued under *Public Unleased Land Act 2013* Division 3.3.

## Do I need a permit?

Does this application relate to construction activities? \*

☐ Yes ☒ No

What is the area your event will occupy? \*

Urban area (e.g. Lennox gardens, glebe park, local parks)

Is your event? \*

☒ One off event (a use that takes place on a single occasion)  
☐ Periodic activity (a use that takes place in the same location on a regular basis)

Activity type \*

Community group activities e.g. festivals, play groups, park care activities

Approx. number of participants directly involved with the event \*

2

Approx. number of spectators (attending each day) if different to participants

Will you need power? (if available onsite) \*

☒ Yes ☐ No

Do you require gate access? \*

☐ Yes ☒ No

Event name \*

Sound Art Installation - Whimsy Garden

Is your event? \*

A community group activity

Is your event organised or run by a/an? \*

Individual

Select any objects associated with the event: \*

- ☐ Marquee/tent
- ☐ Jumping castle/amusements
- ☐ Stage
- ☐ Barrier/temporary fences
- ☐ Portable toilets
- ☐ Vehicles
- ☐ Caravans/on-site trailers
- ☒ Signage (temporary only)

Type \*

Temporary Signage to direct participants

- ☐ Waste bins
- ☐ Animal farms/reptile display

- ☐ Personal cooking equipment
- ☐ Personal portable BBQ
- ☐ Public park BBQ
- ☐ Chairs/tables
- ☐ Camping/tents
- ☐ Firework infrastructure
- ☐ None of the above
- ☐ Other object/s

Will liquor be sold at this event? \*

☐ Yes ☒ No

Will your event be crossing a road/cycleway/footpath or require a vehicle to travel within a pedestrian area? \*

☐ Yes ☒ No

Will you be charging an admission fee? \*

☐ Yes ☒ No

Will there be any goods for sale? \*

☐ Yes ☒ No

## When is your event?

Set-up date/time: This is the date and time when you will need access to set-up for your event.

☒ Set up time required

Set-up date \*

Set-up time \*

Event start date/time: The date and time the actual event will start.

Event start date \*

Event start time \*

Event finish date/time: The date and time the actual event will end.

Event finish date \*

Event finish time \*

Dismantle date/time: This is the date and time the dismantling has been finished and you no longer require access to the site.

☒ Dismantle time required

Dismantle date \*

Dismantle time \*

Is overnight access to the site required? \*

☐ Yes ☒ No

## Where is your event?

Select location

A detailed site map is required to be submitted with your application and must contain the following:

- booking section clearly marked.
- location of all objects and structures to be placed/erected on the land (if applicable).

**Please click here (<https://actgov.maps.arcgis.com/apps/instant/sidebar/index.html?appid=90d614cc8ca74f16be8f7078676c1920>) to view maps of locations of permit booking locations.**

Region \*

Location \*

Attach a section map (which clearly marks out the required section and object location (if relevant) \*)

Describe the location. e.g. "Section at North End of park adjacent to public toilets" \*

I have looked at various options and would love to work with you to choose the best location. I have listed four potential options below (please note we would only need one of these, not all)

There are a few areas on the Lake Tuggeranong Foreshore which may be suitable. Two are not marked as spaces on the Permit Zones for events on Public Land App so I have marked these in yellow on the third page of the attached PDF.

- 1) Our first preference is the area between the corner of Cowlshaw Street and Reed Street North that backs onto the lake between Communities at Work Tuggeranong/McDonalds and the Tuggeranong Arts Centre.
- 2) Alternatively, the land on the opposite side of the lake that stretches from the corner of Soward Way and Drakeford Drive could be an option, but looks less likely.
- 3) Tuggeranong Town Park - Various linking sections such as: Section I, Section K, Section L, Section J, Section C, Section D, Section E, etc.
- 4) Lake Tuggeranong Park - Section D, Section B

Park patrons will be passively interact with an audio installation. The set up of the installation will depend on the space.

## Supporting documents

### Public liability insurance

Do you have public liability insurance coverage? \*

☐

Yes

☒

No

Do you meet the criteria in Table 1 of the fact sheet? \*

☒

Yes

☐

No

#### Indemnity

In consideration of the Territory permitting the Applicant to use the public place, the Applicant indemnifies the Territory, its employees and agents against liability in respect of all claims, costs and expenses in relation to all loss, damage, injury or death to persons or property caused by the Applicant, in connection with the use of the public place, except to the extent that the Territory caused the relevant loss, damage or injury

#### Claims to be made good

The Applicant must, at its expense, make good the amount of all claims, loss, damage, costs and expenses the subject of the above indemnity.

#### Public liability insurance *copy to be provided if applicable*

During its occupation and use of the public place, the Applicant must:

- effect and maintain all insurance coverage required to be effected by it by law; and
- public liability insurance coverage in the amount of not less than \$10 million (or any other amount notified by the Territory) in respect of each claim, with an insurance provider approved by the Territory and must produce evidence of that insurance as required by the Territory.

### Waste management plan

Provide a short statement about how the event will manage any waste produced by the event \*

All signage and installations pieces will be removed and any waste will be discarded appropriately following the end of the event.

☐

Attach waste management plan instead

## Supporting documents

I have attached the following supporting documents to my application:

☐

Risk management plan

☐

Tree management plan

☐

Temporary traffic management plan

Supporting documents

### Additional information

Provide any additional information that you believe may support your application

I am happy to create any management plans required as we progress with planning. Public Liability Insurance can be purchased if required. I am creating this installation with the support of the Tuggeranong Arts Centre.

## Applicant

Title

Miss

Given name \*

Natasha

Family name \*

Pearson

Address line 1 \*

90 MALTBY CCT

Address line 2

Suburb \*

WANNIASSA

State \*

ACT

Postcode \*

2903

Daytime phone number \*

0432282142

Mobile phone number

Email address \*

natashagitapearson@gmail.com

Organisation

Enter an ACN or ABN:

ACN

ABN

### Invoice details

Company Or Individual \*

☐ Company ☒ Individual

Are invoice details the same as the applicant details? \*

☒ Yes ☐ No

## Declaration

- The outcome of an application cannot be predicted and should not be anticipated. If a permit is required, it must be approved before undertaking the activity.
- False or misleading information may result in cancellation of any approved permits and jeopardise any future applications made under the *Public Unleased Land Act 2013*.
- Please note that this application form DOES NOT guarantee availability or booking of the site and is not approved unless signed by the Booking Officer. To confirm the availability of land, please contact the Public Use Booking Officer via email at [publiclanduse@act.gov.au](mailto:publiclanduse@act.gov.au) (mailto:publiclanduse@act.gov.au) or 13 22 81 (tel:132281).
- Please note the fee payment on this form is an application fee and additional fees and charges may occur if the application is successful. Refer to fees and charges for more information.
- The applicant is to refer to the standard terms and conditions before submitting the application.

☒ I verify that the information provided above is accurate. I acknowledge that I have completed this form to the best of my knowledge and have read, understood and accepted the [Terms and Conditions](https://www.cityservices.act.gov.au/public-land/use/event-bookings/terms-and-conditions-public-unleased-land-permit) (https://www.cityservices.act.gov.au/public-land/use/event-bookings/terms-and-conditions-public-unleased-land-permit). \*