



APPLICATION FOR PRESCRIBED ACTIVITY PERMIT

If you require any assistance, please visit your local Divisional Council Office or telephone enquiries through 07 4034 5700

Name(s) of applicant(s):

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Address of applicant(s):

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Contact details:

Mobile:

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Email:

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Date, location and description of the activity:

APPLICATION FEES

- Permits will not be granted until the application fee is paid. The application fee is a cost recovery fee under the Local Government Act 2009 (Qld) and covers the cost of the Processing Officer receiving the application and the Authorising Officer assessing the application only.
- The application fee is non-refundable regardless of whether a permit is or is not granted.
- If the prescribed activity has an application fee and you wish to request a fee waiver, on what grounds are you requesting the waiver? Please tick appropriate:

☐ the prescribed activity is a not-for-profit event

☐ financial hardship

☐ other reason - please specify:

- The Schedules to prescribed activities under Subordinate Local Law No 1 (Administration) 2019 are located on the Council website: [Subordinate Local Law No. 1 \(Administration\) 2019](#) | [Torres Strait Island Regional Council](#)

Prescribed activity	Schedule	Application fee (FY25/26)	Tick (✓) applicable
Alteration or improvement to local government controlled areas and roads	7	\$347.00	
Commercial use of local government controlled areas and roads – (a) general	8	\$174.50	
Commercial use of local government controlled areas – (b) landing and mooring approvals	8	\$174.50	
Establishment or occupation of a temporary home	9	\$174.50	
Installation of advertising devices	10	\$174.50	
Keeping of animals where permit is required	11	\$174.50	
Operation of camping grounds	12	\$347.00	
Operation of caravan parks	14	\$347.00	
Operation of cemeteries	15	\$347.00	
Operation of public swimming pools	16	\$347.00	
Operation of shared facility accommodation	17	\$347.00	
Operation of temporary entertainment events	18	\$174.50	
Disturbance of human remains buried outside a cemetery	19	Nil	
Burial or disposal of human remains outside a cemetery	20	Nil	
Disturbance of human remains in a local government cemetery	21	Nil	
Driving or leading of animals to cross a local government controlled area or road	22	\$87.00	
Depositing of goods or materials on a local government controlled area or road	23	Price on Application (POA)	
Holding of a public place activity	24	Nil	
Bringing or driving motor vehicles onto a park or reserve	25	POA	
Bringing or driving prohibited vehicles onto motor vehicle access areas	26	POA	
Carrying out works on a road or interfering with a road or its operation	30	\$347.00	
Undertaking scientific research in a trust area	32	Nil	
Camping within a camping site in a trust area	33	Nil	

- Please check the Schedule relevant to your prescribed activity to ensure all necessary documents and materials noted in the Schedule accompany your application.
- It is an offence for a person to provide information in or in connection with an application that is, to the person's knowledge, false or misleading. In making this application, you acknowledge that Council will rely upon all representations given in this application by you in assessing whether or not to approve the application.
- You confirm that all representations are true and correct to the best of your knowledge at the time of making this application.

INFORMATION PRIVACY STATEMENT

- Your personal information is protected by law and can only be released to someone else where authorised by law or where you give your permission.
- Council is collecting personal information contained in this document for the purpose of processing your application. This collection of personal information is authorised by law under the Local Government Act 2009 (Qld).
- It is Council's usual practice that personal information contained in this document is disclosed to the Queensland Government as part of its regulatory requirements under the Local Government Act 2009 (Qld) and Local Government Regulation 2012 (Qld).

I hereby agree to comply with all conditions specified in the applicable schedule as extracted from Subordinate Local Law No 1 (Administration) 2019

Signature of applicant(s):

Date:

- a) documents and materials specified in the applicable Schedule
- b) proof that the applicant currently holds any separate approvals relating to the prescribed activity, if required under another law
- c) the application fee

PAYMENT METHODS

1. EFTPOS or credit card payment at your local Divisional Council Office
2. Electronic funds transfer:

Account name: TSIRC GF
BSB: 084 951
Account No: 75 243 4776