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| **TOURISM INFORMATION SIGNS APPLICATION - FORM A**  (Commercial Tourism Facility/Natural, Cultural, Historic Feature) |

Works in the State Road Reservation require approval under the provisions of the *Roads and Jetties Act 1935*.

Receipt of a completed application does not necessarily mean that permission will be granted.

**Please complete all sections - Attach additional pages if there is insufficient space**

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| **APPLICANT NAME:** |  |
| **POSTAL ADDRESS:** |  |
| **CONTACT NO:** |  |
| **E-MAIL ADDRESS:**  (if issued, the permit will be sent to this address) |  |

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| Permits will only be issued in the name of the business operator, who will receive a copy. Are you the business operator? | | |
| ❒ Yes - Declaration not required | ❒ No - Business operator must sign the declaration below | |
| **Declaration of title holder consent**  I, the undersigned, am the registered business operator subject of this application. I hereby indicate my consent to the making of this application for approval of tourism signs, as described in this application.  ……………………………….. ………………………………. ……………………  Name Signature Date  **Email**:………………………………..………………………………..……(for copy of permit) | | |
| **DETAILS OF TOURISM FACILITY / FEATURE** | | |
| Business Name: | | Local Government Area: |
| Business Address: | | Name(s) of Road(s) where signs are proposed: |

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| Brief Description of Business (nature and operation): |
| Is the business currently trading? ❒ Yes ❒ No If **Yes**, hours / days: |
| Is the business closed seasonally? ❒ Yes ❒ No If **Yes**, when: |
| Is it listed in ATDW-Online (national tourism product database managed by Tourism Tasmania)? ❒ Yes ❒ No |
| Is it registered for Tourism Accreditation with the Tourism Industry Council Tasmania? ❒ Yes ❒ No |
| **DETAILS OF PROPOSED SIGNS** |
| Proposed location of signs: (***Attach a map or sketch drawing of proposed location(s), showing business premises and surrounding roads)*** |
| Are there tourist information signs currently erected at or near the proposed location? ❒ Yes ❒ No  If **Yes**, please give details? |
| Proposed sign information: ***(Signs are considered directional and the business name and trading identity only to be shown)*** |

**DETAILS OF OTHER SIGNS**

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| Do you have other signs erected remote from your business location? ❒ Yes ❒ No  If **Yes**, do the signs have Local Government planning approval? Date of approval: Permit No:   * ***Show location of these signs on the above map or sketch drawing.*** |
| Do you have written consent of the landowner to display the sign(s)? ❒ Yes ❒ No |

**Applicant Checklist and Supporting Information Required:**

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| **Mandatory** | | | |
| **🞏** | Business Operator’s signature (if required) | **🞏** | Copy of Certificate of Occupancy from Council  (if accommodating travellers) |
| **🞏**  **🞏** | Copy of Certificate of Business Name Registration **OR**  ABN extract | **🞏** | Food licence details (If restaurant) |
| **🞏** | ATDW evidence – Online listed | **🞏** | Liquor licence details (If licenced premises) |
| **🞏** | Tourism Accreditation evidence |  |  |
| **Optional** | | | |
| **🞏** | Information that may assist in considering the application eg business brochure | | |
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**Signature of Applicant**

I / we certify that the above information is true and accurate; that the business has and meets all statutory and Local Government licences and approvals to operate as a tourism business / feature. I / we hereby submit the application accordingly.

…………………………………………….. ………………………………………… …………………….

**Applicant’s Name** **Applicant’s Signature** **Date**

Submit your application:

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| By mail: | Permits  Department of State Growth  GPO Box 536  HOBART TAS 7001 | By e-mail: | [permits@stategrowth.tas.gov.au](mailto:permits@stategrowth.tas.gov.au) |

If you require any assistance in completing this application please telephone (03) 6166 4467

**Personal Information Protection Statement**

You are providing personal information to the Department of State Growth, which will manage that information in accordance with the *Personal Information Protection Act 2004*. The personal information collected here will be used by the Department for the purpose of dealing with your application, pursuant to the *Roads and Jetties Act 1935* and associated legislation. Failure to provide this information may result in your application not being processed or records not being properly maintained. The Department may also use the information for related purposes, or disclose it to third parties in circumstances allowed for by law.  You have the right to access your personal information by request to the Department and you may be charged a fee for this service.