

# Application for Alfresco Dining Licence

## Public Places and Local Government Property Local Law 2020 - Part 8



This form is for the purpose of applying for approval of an Alfresco Dining Licence to supply food or drink to the public in a dining area located in a street or a public place.

You are required to apply:

- if there has been a change in proprietor as the licence is not transferrable
- if you are an existing premise and wish to establish an alfresco dining area

Please note:

- The application will be assessed within 10 working days of receipt. Further information may be requested
- The application will be referred to other relevant departments for comment
- The application will be invoiced according to the number of chairs listed and must be paid prior to an Alfresco Dining Licence being issued
- Applications to be lodged in person at the City Administration Building on 4 Stephen Street, by post to PO Box 21, Bunbury 6231 or via email to [records@bunbury.wa.gov.au](mailto:records@bunbury.wa.gov.au)

APPLICANT DETAILS:			
Applicant Name:			
Postal Address:			
Suburb:		Post Code:	
Phone:		Mobile:	
Email:			
BUSINESS DETAILS:			
Business Name:			
Business Address:			
Suburb:		Post Code:	
LICENCE DETAILS:			
Description of Food Business adjacent to the proposed Alfresco Dining Area:			
Proposed Licence Period: <b>(Note: Annual Licence period is from 1 September to 31 August Each year)</b>			
Proposed Days and Times of Operation:			
Proposed Number of:	Tables:	Chairs:	
Description of Table and Chair Materials and Dimensions:			

Proposed Number of Other Structures: <b>(e.g., signs, planters, outdoor heaters, decking, umbrellas, covered areas)</b>	
Description of Other Structures including Materials and Dimensions: <b>(e.g., signs, planters, outdoor heaters, decking, umbrellas, covered areas)</b>	
Do you have or are you intending to for a Liquor Licence with Department of Local Government, Sport and Cultural Industries:	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please provide details below:	
Have you read and understand the City's conditions of licence and the extract of Public Places and Local Government Property Local Law relating to Alfresco Dining Areas?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Other relevant information:	

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

I have attached the following in support of my application:

- Specifications and a plan showing the proposed Alfresco Dining Area. Plan must be at a scale of no less than 1:50 and show:
  - the location and dimensions of the proposed Alfresco Dining area
  - the position of all proposed tables, chairs, and other structures and how items will be confined within the Alfresco Dining area
  - if building/ installing any structures/ decking in car bay, please show how storm water will be managed, the height/ level of the structure and minimum 500mm setback from trafficked lane
- Specifications and plan on a scale of no less than 1:200 showing the eating area and all structures (including any public facility, parking area or parking restriction within 30m of the boundaries of the Alfresco Dining area).  
Please note, Planning or Building approval may be required for these structures prior to the Alfresco Dining Licence being considered
- A colour photograph of the tables, chairs, and other structures to be set up in the Alfresco Dining area
- A copy of your public risk policy (Third Party Liability insurance) with an insured amount of no less than \$10 million and the City of Bunbury listed as an interested party
- Application fee – please visit <https://www.bunbury.wa.gov.au/live/your-council/fees-and-charges> to view the current fees and charges for Environmental Health applications. Payment can be made at the City of Bunbury administration building, 4 Stephen Street or over the phone to customer Support on 9792 7000. If you would like to pay by credit card please click here <https://cdn.bunbury.wa.gov.au/wp-content/uploads/2022/07/Fillable-Credit-Card-Authority-Form-1.pdf> and submit form with your application