

**SCHEDULE 2  
WHITTLESEA CITY COUNCIL  
APPLICATION FOR PERMISSION TO DISCHARGE FIREWORKS  
GENERAL MUNICIPAL LAW (NO.1 OF 2014) SUMMARY  
OFFENCES ACT 1966 (SECTION 4J)**

(A non-refundable application fee of \$156 is payable for this permit)

**Please allow 10 working days for processing**

I, \_\_\_\_\_  
(insert full name of applicant in BLOCK LETTERS)

of \_\_\_\_\_  
(address or Business Name)

wish to apply for Permission to discharge fireworks in a public place as follows:

Location of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_

For the purpose of: *(describe type of event)* \_\_\_\_\_

**PLEASE COMPLETE THE FOLLOWING:**

- Worksafe Notification attached
- Relevant Fire Authority notified
- Council advised 42 days prior to event
- Letter to adjoining land owners/residents within 200m of fireworks display advised by post within 28 days of event.
- Newspaper advertisements circulated in the Municipality no more than 21 days and no less than 7 days prior to event.
- Copy of \$5million Insurance Policy
- Are the fireworks on a sports arena?
- Has Council Animal Management Unit been advised?
- Location & Fireworks safety plan attached *(see over)*
- Pyrotechnician
- PYR Licence No.: \_\_\_\_\_
- Copy of \$10million public liability insurance held by Fireworks operator.

**APPLICANT'S CONTACT DETAILS:**

Postal Address (if different to above): \_\_\_\_\_

Email Address: \_\_\_\_\_

Contact Phone Numbers: (BH) \_\_\_\_\_ (AH) \_\_\_\_\_

\_\_\_\_\_  
(Name of Pyrotechnician – where required)

\_\_\_\_\_  
(Signature of Pyrotechnician – where required)

\_\_\_\_\_  
(Address of Pyrotechnician)

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Date)

**A FIREWORKS / BURN PLAN MUST BE ATTACHED TO THIS APPLICATION**

- What's in a burn plan?*
1. *A map of your property and where the burning is to take place.*
  2. *The plan must show the distance from the boundary and any buildings.*
  3. *The plan must indicate where the charged water supply is and the fire suppression equipment.*
  4. *The Plan must show the fuel reduced area, i.e. 3m buffer of mowed grass, wet down to 1.5m around the burn area.*
  5. *Indicate the number of able bodied adults monitoring the burn.*
  6. *A traffic management plan if the burn is within 20m of a road.*
  7. *An emergency contact plan in the event of an emergency.*

**NOTE: This Permit Application must meet the requirements of the Council's Fireworks Policy, failure to do so will result in no permit or permission being given.**

**Delivery of Application:**

In person to: City of Whittlesea, 25 Ferres Blvd, South Morang.  
By Mail to: City of Whittlesea, Locked Bag 1, Bundoora MDC 3083  
By Email to: info@whittlesea.vic.gov.au

**For further information please contact the City of Whittlesea  
Local Laws Department on 9217 2100  
Monday to Friday, between 8:30am and 5.00pm.**

# Credit Card Payment Authorisation

**Mail** Locked Bag 1, Bundoora MDC 3083  
**Offices**, 25 Ferres Blvd, South Morang VIC 3752

Card type  Visa  Mastercard

Card number     /     /     /

Expiry date (MM/YY)  /

Cardholder name

Payment amount \$

I authorise City of Whittlesea to charge the amount stated above.

Cardholder signature

Date  /  /