


Privacy Notification (Privacy and Personal Information Protection Act 1998 – Section 10) - The personal information that Council is collecting from you on this application form is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 ('the Act'). The intended recipients of the personal information are officers within the Council and any person wishing to inspect the application in accordance with the Local Government Act 1993 or the Government Information (Public Access) Act 2009. The supply of the information by you is not voluntary and if you cannot provide or do not wish to provide the information sought, the Council will be unable to process your application. You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the legislation. Council is to be regarded as the agency that holds the information. Enquiries concerning this matter can be addressed to Council by telephoning 4227 7111.

Please complete and post to: General Manager
Wollongong City Council
Locked Bag 8821
WOLLONGONG DC NSW 2500

The following information is required a **minimum of eight (8) weeks prior** to the holding of the event

APPLICANT

Name			
Address			
Telephone Number during Business Hours			
Applicant's Signature		Date	

PURPOSE OF CLOSURE

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LOCATION OF CLOSURE

Street	Sketch showing where closure will start and finish. Use back of this page if required.		
Is it a bus route	Yes/No		
Date of Closure			
Time of Closure	From		
	Until		

Please submit with this application **written agreement to the closure** from those who reside or have businesses within the closed area.

Failure to supply full details as requested above could cause a delay in approval, or could result in non-approval of the closure.

The above information will be submitted to the City of Wollongong Traffic Committee, which meets monthly. The Committee has representatives of Council, Roads and Maritime Services, Police Service, State Members and Bus Association. The recommendations of the Committee are forwarded to the Council meeting.

If your Application is unsuccessful, you will be advised as soon as possible and you are invited to telephone to discuss the matter. If your Application is approved, Council will advise Emergency Services, and advise you of relevant conditions which apply to the approval. You will be advised what equipment you will need for the road closure, and when to pick up and return the equipment (including loading and unloading at Council's Central Depot in Montague Street, Wollongong).

The applicant is responsible for the cost of any equipment which is lost or damaged. (A deposit bond may be required.)

If you need clarification of any of the above, please telephone Council on 4227 7111 and ask for the Traffic Section.

FOR OFFICE USE ONLY

CWTC	Council Meeting	Insurance Cover Required? Yes/No	Inspection Required? Yes/No	Equipment Required	Special Events Coordinator
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