**Application for Fixed Standpipe Key**

**Payment must be made at the time of submitting application**

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| **APPLICANT DETAILS**  **(Note: The Applicant is the person who will hold the Approval and will be legally responsible for complying with the applicable conditions)** | | |
| Applicant’s Name: |  | |
| Company ACN & ABN:  (if applicable) |  | |
| Contact Person: |  | |
| Phone: |  | |
| Email Address: |  | |
| Postal Address: |  | |
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| **INSURANCE**  **If you are a Business or Company, you must provide a Certificate of Currently for your Public Liability Insurance –**  **the insurance must be in the name of the Applicant – please tick to confirm)** | | |
| The Certificate of Currency (CoC) for Public Liability Insurance is attached to this application | |  |
| The Certificate of Currency is in the name of the Applicant | |  |
| The Certificate of Currency is for at least $10million per claim | |  |
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| **CREDIT APPLICATION** | | |
| **Do you have a current credit account with Council?** | | |
| No, complete the Credit Application form [www.gladstone.qld.gov.au/forms](http://www.gladstone.qld.gov.au/forms); or  Yes, record your Debtor Number (if known):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
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| **GENERAL TERMS AND CONDITIONS** | | |
| **Are you using or supplying clients with Water for drinking purposes?** | | |
| Yes, I have a current licence required under the Food Act 2006 (Qld)  No | | |

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| **DECLARATION BY APPLICANT**  **(Note, where the Applicant is a Company, please ensure that the Application is signed by a Director and a second Director/Secretary)** | | | |
| I/we as Applicant/s hereby:   1. Make this application for approval to take water from a Fixed Standpipe and undertake to comply with the Terms and Conditions set out by Council if my Application is approved; 2. Understand that approval of my application is at Council’s sole discretion; 3. Acknowledge that nothing in this form derogated from any other duty or legislative requirement imposed and it is my sole responsibility to ensure compliance with all Acts and Regulations in accessing water from the standpipe, including by obtaining any other necessary approvals.   Name: …………………………………………………………………………………………………………………  *(please print)*  Position (if an Association, Business or Company): ……………………………………………………………...  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: // | | | |
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| **LODGEMENT** | | | |
| **Email to:**  [info@gladstone.qld.gov.au](mailto:info@gladstone.qld.gov.au) | **In Person** at any Council Office during business hours | | **Post to**: PO Box 29, Gladstone, QLD, 4680 |
| **PRIVACY ACT PERSONAL INFORMATION COLLECTION NOTICE:** *"Gladstone Regional Council is collecting your personal information for the purposes of processing your request and undertaking associated Council functions and services. Council is authorised to collect this information in accordance with the Local Government Act 2009 and associated laws. Your personal information will not be disclosed to third parties without your consent, or, if required to do so by law. This document is subject to the provisions of the Information Privacy Act 2009, Right to Information Act 2009 and the Public Records Act 2002.”* | | | |
| **OFFICE USE ONLY** | | | |
| Attachments received – if applicable | | Officer Name: | Date: |
| Application Signed | | Application No: | Receipt No: |