

PERSONAL TRAINING PERMIT

2021 PERSONAL TRAINING APPLICATION FORM



CONTACT DETAILS:	
Organisation:	
Postal Address:	
Suburb*:	Postcode:
Contact Name:	
Phone (BH):	Mobile:
Email:	

DESCRIPTION OF PLANNED ACTIVITIES:
Type of training:
Equipment to be used:

BOOKING REQUEST:		
Venue:	1 st Option:	
	2 nd Option:	
Purpose of Booking:		

Days and Times Requested: (Sessions are for a one hour maximum duration)
Please add a separate schedule if required

Please select	Day/s	Start time:	-	Finish time:
	Monday	:	-	:
	Tuesday	:	-	:
	Wednesday	:	-	:
	Thursday	:	-	:
	Friday	:	-	:
	Saturday	:	-	:
	Sunday	:	-	:



SPECIFIC AREAS EXCLUDED FOR USE:

- » Playgrounds (public exercise equipment accepted)
- » Picnic and BBQ facilities
- » Garden beds, vegetation and fencing
- » Park furniture and structures
- » Memorials, shrines and public art
- » Environmentally sensitive areas
- » Cemeteries
- » Stairways and public footpaths
- » Areas without suitable lighting when not in daylight hours
- » High Profile Parks
- » Sporting Surfaces

FEES AND CHARGES:

Allocation	Sessions per week	Cost	Please select
Monthly	Up to 5 sessions per week	\$106.00 per month	
Seasonal Winter 1 April – 30 September	Up to 5 sessions per week	\$365.00 per season	
Seasonal Summer 1 October – 31 March	6-10 sessions per week	\$467.00 per season	
Annual Must be renewed 31 January each year	Up to 5 sessions per week	\$560.00 annually	
Annual Must be renewed 31 January each year	6-10 sessions per week	\$745.00 annually	

Note - \$500 Bond which will be refunded upon the completion of the use of City of Casey facilities (as long as no further costs are owed). Organisations must be clear of any arrears to be approved a further booking.

INSURANCE REQUIREMENTS:

Public Liability

The operator at all times during the agreed term is required to be the holder of current public liability insurance policy (“the public liability policy”) in respect of the activities specified in the application, in the name of the operator providing cover for a minimum of \$20 million.

Insurance Company:	Expiry Date:
Policy Number:	Insured Amount:

Professional Indemnity:

The operator at all times during the agreed term is required to be the holder of a current professional indemnity insurance policy (“the professional indemnity policy”) in respect of the activities specified in the application, in the name of the operator providing cover for a minimum of \$5 million.

Insurance Company:	Expiry Date:
Policy Number:	Insured Amount:

Eligibility to provide Commercial Health and Fitness activities

Certified copy of registered business name and ABN	Certified copy of First Aid
Certified copy of Public Liability Insurance which indemnifies Council to a minimum of \$10 million	Certified copy of Professional Indemnity Insurance which indemnifies Council to a minimum of \$5 million

Agreement

As the applicant or the authorised company of the applicant, I acknowledge that I have read and agree to the City of Casey Permit Terms and Conditions and agree to comply with all conditions stated.

Name:		Position:	
Signed:		Date:	

Application for Community Event Signage

- » Under Clause 26 Community Local Law No.2/2010, all applicants wishing to promote their business must apply to Council for approval. Please note there is a \$90.00 permit fee required for non-community groups. Please fill in the attached Application for Community Event Signage and enclose a copy with this application.
- » It is your responsibility to ensure all other relevant permits or permission including Planning, Health and Local Laws are obtained if required prior to the commencement of any use.

PERMIT TERMS AND CONDITIONS

1. The operator agrees to indemnify and to keep indemnified, the Council, its servants and agents, and each of them from and against all actions, costs, claims, charges, expenses, penalties, demands and damages whatsoever which may be brought or made or claimed against them, or any of them, in connection with the hirers performance or purported performance of its obligations under this Agreement and be directly related to the negligent acts, errors or omission of the hirer.
2. The operator's liability to indemnify the Council shall be reduced proportionally to the extent that any act or omission of the Council, its servants or agents, contributed to the loss or liability.
3. The operator has appropriate public liability insurance (copy of certificate of currency to be attached) and is responsible for any damage to Council property caused by members of the operator and/or their associates. If any damages arise from the operator's use the operator will pay reinstatement costs of reserve.
4. If filming in any Council spaces (feature film, television, music video, student film or still photography), a separate permit must be obtained from Council.
5. All instructors who provide a service in the delivery of this permit must be qualified, Fitness Australia registered and Level 2 First Aid qualified.
6. Sportsground/Reserve Floodlights will not be provided by Council; all operators must supply evidence of and use appropriate lighting as per AS2560.
7. Operators are responsible for following all occupational health and safety guidelines including sun smart policies.
8. Council may restrict use of reserves at short notice due to inclement weather conditions, ground conditions or other matters that may compromise safety or increase risk of damage to the reserve.
9. The operator must accept responsibility that the reserve is suitable for the desired activities. Council accepts no responsibility for the condition of the reserve or the associated amenities. The instructor should carry out an assessment of the area to be used and ensure they are satisfied it is safe to perform set activities. The operator must report to Council, without undue delay, the hazard or any other hazardous matters observed during the training that may require attention.
10. The operator is responsible for ensuring the reserve is left clean and tidy at the end of each session. If the reserve is not left in an adequate state, the reserve will be cleaned by a Council contractor at the cost of the operator.
11. Maintenance work undertaken on the reserve by Council takes priority and should maintenance crew arrive during allocated hours, operators are required to relocate within the reserve if requested.
12. Maximum group training size per session is 18 people not including the instructor.
13. The display of advertising signage including banners or 'A' Frame signs will be permitted upon successful application of Clause 26 Local Law No.2/2010. Application for temporary signage must be submitted with this permit application.
14. The use of gymnasium equipment type equipment i.e. weight benches, weight stacks, stationary bikes, treadmills, steppers, tyres or vehicles etc. is not permitted.
15. Organised ball sports (suitable at designated sports grounds) are not permitted.

16. Aggressive or intimidating activities including combat/fighting or training is not permitted.
17. No nuisance or annoyance shall be caused to persons on neighbouring properties by any activities associated with use. No whistles or similar equipment to be used prior to 9am or after 9pm. Operators should familiarise themselves with the following Environment Protection Authority noise control guidelines. www.epa.vic.gov.au/your-environment/noise.
18. Amplified music, microphones or use of amplified audio (voice) equipment is not permitted.
19. The offering for sale of clothing, merchandise, equipment, refreshments, goods, services or products is not permitted.
20. Vehicles are not permitted on the reserve allocated.
21. Use of the reserve is restricted to areas of the reserve as advised on the permit provided. Ovals, sports grounds and parks not specified on the permit are not to be used at any time. Instructors are to rotate areas of use on a regular basis.
22. Tents, marquees and the like are not to be erected on the allocated reserve due to possible damage to the water reticulation and other underground services. Equipment is not to be pegged into the reserve areas at any time.
23. Council prohibits any persons from consuming or bringing any liquor/alcohol on to a reserve without written approval from Council and the necessary permit from the Liquor Licensing Commission.
24. Facilities in the reserve are for public use and must be shared. A permit for use of the reserve for the purposes of personal training does not confer exclusive use and other groups retain the right to use the reserve facilities during the hours of the permit.
25. The permit issued by Council is required to be presented should a Council Local Laws Officer request confirmation of approval to utilise a recreation reserve or passive reserve.
26. Council reserves the right to terminate a permit issued in the event of fees not paid within 60 days, changes to reserve conditions or any other factors deemed to be relevant.
27. Council requires written notification to cancel a permit; fees will continue to be invoiced until notice is provided.
28. Permit is non-transferable.

Privacy Statement: City of Casey is committed to protecting your privacy. Your personal information will be handled in accordance with the Privacy and Data Protection Act 2014. All personal information collected by the City of Casey will only be used for the purposes outlined within our Privacy Policy. Council's Privacy Policy is available from our website www.casey.vic.gov.au/council/your-council/privacy and all Council Customer Service Centres. For further Information about how Council manages and uses your personal information or how you can access and/or amend your personal information please contact Council's Privacy Officers via our website www.casey.vic.gov.au/council/contact/feedback-form or by calling on 9705 5200.