

ANNUAL ACCESS CARD HIRE FOR BAYVIEW PARK BOAT RAMP

EXPIRES 30 JUNE 2019

Gates are locked at 6pm (8pm during daylight saving) and unlocked at 7am



LODGEMENT AND PAYMENT OF APPLICATION: You can lodge and pay for your application via



Council: City of Canada Bay Civic Centre, 1A Marlborough Street, Drummoyne
08:30am – 4:00pm Monday – Friday - **Payment by CASH, CHEQUE OR CARD**



Email: customer.service@canadabay.nsw.gov.au

A tax invoice will be sent via email for payment when your application has been accepted by Council. Payment **MUST** be made within three (3) working days of receipt of invoice and can be paid using credit card via Council's online eServices Portal: www.canadabay.nsw.gov.au



Mail: City of Canada Bay, Locked Bag 1470, Drummoyne NSW 1470 - **Payment by CHEQUE ONLY.**

Please note:

Your application will **NOT** be processed until **FULL** payment has been received.
If paying by CREDIT CARD, an additional 1.0% processing fee will apply.
If paying by AMEX, an additional 1.0% processing fee will apply.

Office Use

Fee Paid

\$

Receipt No:

Date:

Application Number:

CSO:

Access Card Number:

3 3 1 0 1 0 1 0 7 6 1 - 1

Applicant details

Surname:

First Name:

Email:

Address:

Suburb:

Postcode:

Contact Number

Fees and Charges

Resident Annual Access Fee \$35

Replacement of access card \$59

- I have attached a copy of the following required documents:

Boat Trailer Registration No.

Fees and Charges

Non-resident Annual Access Fee \$145

Replacement of access card \$59

- I have attached a copy of the following required documents:

Boat Trailer Registration No.

Fees and Charges

Fisherman's Club is located at the Concord Community Centre

- Fisherman's Club Annual Access Fee \$35
- Replacement of access card \$59

• I have attached a copy of the following required documents:

Boat Trailer Registration No.

Requirements and conditions

The following documents must be lodged where applicable: Fishing registration Boat licence

- All Annual cards will expire 30 June 2019
- Council is to be notified is applicant's details change
- The card must not be copied

Authority of receiving key

Please tick which form of method you would like to receive your Access Card:

Mail

OR

Access Card will be picked up at: Canada Bay Civic Centre

Date: Time:

Identification will need to be shown at the time of pick up to Customer Service Officer.

Acknowledgement and signature

I have read and accept the terms and conditions of Access Card hire:

Applicant Signature: Date:

OFFICE USE ONLY

Key number: Pick up:

Identification sighted: Yes Signed CSO:

Replacement card - Lost

Complete a Statutory Declaration form

ANNUAL ACCESS CARD HIRE FOR BAYVIEW PARK BOAT RAMP POLICY AND CONDITIONS

Gates are locked at 6pm (8pm during daylight saving) and unlocked at 7am



New Access Card issued for Bayview Park in the City of Canada Bay Council area will be valid from date of issue and expire on 30 June 2019.

Annual access card Eligibility:

- If Council considers that there is abuse, the annual access card can be cancelled and that card holder excluded from participating in the scheme for a period not exceeding five (5) years.

To obtain an Annual Access Card, applicants must provide:

Resident:

- Proof of address
 - Copy of Rate Notice or similar (drivers licence, etc)
- Proof of vehicle and trailer ownership
 - Copy of NSW Registration licence Papers
 - For private vehicles a copy of the current car registration in the applicant's name
 - For a Company car a letter on Company stationery stating:
 - a) The applicant is a Company employee and has sole use of a Company vehicle
 - b) The registration number of the vehicle
 - c) The vehicle is normally parked at the applicant's address
 - For companies owned by individuals, a copy of the registration of the business name or a letter with the Company ACN or ABN is required

Non-Resident:

- Proof of vehicle and trailer ownership
 - Copy of NSW Registration licence Papers
 - For private vehicles a copy of the current car registration in the applicant's name
 - For a Company car a letter on Company stationery stating:
 - a) The applicant is a Company employee and has sole use of a Company vehicle
 - b) The registration number of the vehicle
 - c) The vehicle is normally parked at the applicant's address
 - For companies owned by individuals, a copy of the registration of the business name or a letter with the Company ACN or ABN is required

(Note: where an interstate vehicle is involved, to be eligible to obtain an access card, the interstate registration must be transferred to NSW registration.)

Fisherman Club:

The Fisherman's Club is part of the City of Canada Bay and its club house is located at Concord Community Centre.

- Proof of vehicle and trailer ownership
 - Copy of NSW Registration licence Papers
 - For private vehicles a copy of the current car registration in the applicant's name
 - For a Company car a letter on Company stationery stating:
 - a) The applicant is a Company employee and has sole use of a Company vehicle
 - b) The registration number of the vehicle
 - c) The vehicle is normally parked at the applicant's address
 - d) Proof of Financial membership

- For companies owned by individuals, a copy of the registration of the business name or a letter with the Company ACN or ABN is required

(Note: where an interstate vehicle is involved, to be eligible to obtain an access card, the interstate registration must be transferred to NSW registration.)

Replacement Access Card:

To apply for a replacement access card, an 'Access Card Hire for Bayview Park application form' needs to be lodged and an administration fee applies as per Council Fees and Charges. This applies when:

- Access Cards are lost or destroyed:
 - Statutory Declaration will be required

Renewal process:

Access Cards will be issued annually. Council will notify the applicant 1 months prior to annual change over.

Call out fee:

If Council is required to open gates there will be a call out fee as per Councils Fees and Charges.

Interstate Registered Vehicles:

Vehicles in NSW are subject to compliance with the STMR and the Road transport Vehicle Registration Regulation 1998 and are required to be registered under the NSW Legislation. However, as there is provision in Schedule 1, Section 9 of the Road Transport Vehicle Registration Regulation 1998 for vehicles to be classified as 'Vehicles temporarily in NSW', a parking authority may issue a parking permit in accordance with this manual to an applicant with an interstate registered vehicle.

Residential Property:

A 'Residential Property' is defined as 'one person residing alone or a group of persons residing together in a separate dwelling-house or home-unit or flat or apartment or boarding house.'

Privacy of Information:

In accordance with the Provisions of the Privacy and Personal information Protection Act 1998, it is advised that:

- Collection of this information is to ensure that only those persons entitled to a Key hire
- The City of Canada Bay Council is the agency collecting the information and will hold the information

Upon request of the person to whom the information relates, Council will provide to that person, access to the information collected in order to ascertain that the information is accurate and current.

Policy - General notes:

Current Legislation:

Council is the responsible authority to manage activities which occur on public land under State enacted legislation and local regulations.

Crown Land Act 1989:

Council is empowered under provisions contained in the Crown Lands Act 1989 to control, restrict, or prohibit any activity that occurs, or is likely to occur, on Crown land reserved for Public Recreation.

Local Government Act 1993 (as amended):

Under Section 632 of the Local Government Act 1993, Council is empowered to control, restrict, or prohibit any activity that occurs, or is likely to occur, on public open space.

Road Act 1993:

Under Division 3 of the Roads Act 1993, Council is empowered to authorise use of, and deal with obstructions on , road reservations.

Policy Restrictions:

The Policy contains restrictions relating to:

Vehicles, trailers and boats

- The type and size of vessels which can gain access to public land,
- Determination of suitable

Courtesy:

It is essential that persons who gain access to public land are aware of the right of the public to gain free and unrestricted access to public land and the river shoreline. Appointed officers and authorised staff will monitor positioning of cars and trailers to ensure this outcome, to ensure consideration and courtesy.

Policy Enforcement:

Council has authorised officers (Law Enforcement Officers) who will enforce the provisions of the Local Government Act 1993, the Crown Lands act 1989, and the Roads Act 1993.

Police officers may also enforce provisions of the relevant Acts and Regulations.

Authorised officers may make regular patrols of public places, including public roads, parklands, foreshore and bushland reserves. Fines will be issued to the appropriate person for non-compliance with the relevant Act or Regulation, any signs placed by Council, or Council policies that may be applicable.

Signage to control use of public land will be installed and maintained as required, in the appropriate locations within parks, reserves and roads.

Noise

The boat ramp is located adjacent to a residential area. Please consider the neighbours when utilising the area. The starting of boats on land is strictly prohibited. Council reserves the right to limit access to users that cause undue noise.

PENALTIES WILL APPLY FOR NOISE POLLUTION.