

Road and Footpath Openings Permit Application Form

Definition of billable party

A billable party is an individual or company who will pay all deposits and whose name will appear on any road opening permit receipt issued by maitland city council. The billable party will also be the only party to receive restoration invoices and/or refunds associated with these works.

Full name:

Business/ company name:

Postal address:

Business/ company phone:

Site contact name:

Site contact phone:

Email:

Licence number or accreditation details:

Definition of agent / licenced contractor

An agent or licenced contractor is an individual or company engaged to carry out the works i.e. plumber, electrician etc. This party will not receive invoices or refunds associated with the works.

Full name:

Business/ company name:

Applicant address:

Postal address (if different from above):

Business/ company phone:

Site contact name:

Site contact phone:

Email:

Licence number or accreditation details:

Openings (this application may be used for multiple openings (maximum 4) at the same location).

First opening

Street number:

Street name:

Suburb:

Cross street:

and

Estimated size of opening

Length:

Width:

Total m²:

Type of opening

Footway

Paved footway

Road

The Levee

Kerb and gutter

Second opening

Street number: Street name: Suburb:

Cross street: and

Estimated size of opening

Length: Width: Total m²:

Type of opening

Footway Paved footway Road The Levee Kerb and gutter

Third opening

Street number: Street name: Suburb:

Cross street: and

Estimated size of opening

Length: Width: Total m²:

Type of opening

Footway Paved footway Road The Levee Kerb and gutter

Fourth opening

Street number: Street name: Suburb:

Cross street: and

Estimated size of opening

Length: Width: Total m²:

Type of opening

Footway Paved footway Road The Levee Kerb and gutter

External approvals, where required

NSW Police acknowledgment no:

TfNSW Road Occupancy Licence no (ROL):

TCP approval no:

Application checklist

Please tick applicable boxes below to confirm that you have provided copies of the documents requested. Please lodge copies with the completed application form. Note: A maximum of 4 openings can be approved on one permit for a single location.

Where required, a full traffic/pedestrian control plan, in accordance with AS1742.3 and the TfNSW manual for traffic control at work sites.

Dial Before You Dig cover sheet including the sequence numbers for all utilities.

A copy of the applicant's current public liability insurance certificate (minimum of 10 million) indemnifying Maitland City Council, must be attached to this application.

All external approval/acknowledgements or permits i.e. TfNSW.

If the works are taking place on behalf of Maitland City Council, the contact details for the project manager must be provided.

Contractors working on behalf of utility providers i.e. Ausgrid, Hunter Water, Jemena and telecommunications networks must provide authorisation from said service providers.

Return the form to:

Maitland City Council

PO Box 220, Maitland NSW 2320

263 High Street, Maitland NSW 2320

OR

ask@maitland.nsw.gov.au