



Road Closure Application Form

SCHEDULE 1

Form 1

ROAD TRAFFIC ACT 1974 (Reg.6(2))



NOTE:

Under section 97(b) of the Road Traffic Act 1974 it is an offence to wilfully mislead a person in any particular likely to affect the discharge of that person's duty under the Act.

1. Full name of body on whose behalf the application is made _____
2. Full name of applicant or nominee making this application _____
3. Address _____
4. Date of birth: _____
5. Contact Numbers: Mobile: _____ Work: _____
6. Nature of event _____
7. Approximate number of participant's _____
8. **Road/Roads to be closed** _____

9. **Date of event:** From: _____ To: _____
10. Time of Closure Start: _____ End: _____
11. Street/Locality event (see also requirement E on page 2 of this form)
 - (a) Total number of occupiers of land immediately adjacent to the nominated road or roads _____
 - (b) Number of occupiers who have consented to the road closure _____
 - (c) Number of occupiers who have opposed road closure _____
12. Extent to which roads will be used (half/full carriageway) _____
13. Exact route that event will follow (including starting and finishing points) _____

14. Date of previous event, if any, conducted at the location/route _____
15. Date of previous event, if any, conducted by the applicant, club, group or organisation _____
16. Race meetings and speed tests: specify any provisions of the Road Traffic Act 1974, or regulations made under that Act, (other than provisions relating to the movement of traffic and pedestrians or the obstruction of a street) requested to be suspended under section 83 of the Act –

17. Any other relevant information _____

18. I have read the requirements on page 2 of this application. The information supplied by me is true and correct to the best of my knowledge.

Signature of Applicant: _____ **Date:** _____

OFFICE USE ONLY

- | | |
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| <p>19. LOCAL AUTHORITY APPROVAL:</p> <p>I _____ designation _____ Approve/object to, this application on behalf of the City/Shire/Town</p> <p>Of _____</p> <p>Signed: _____ Date: _____</p> <p>Telephone: _____ Official Stamp or Crest.</p> | <p>20. COMMISSIONER OF MAIN ROADS APPROVAL:</p> <p>I _____ designation _____ approve/object to, this application on behalf of the Commissioner of Main Roads</p> <p>Of _____</p> <p>Signed: _____ Date: _____</p> <p>Telephone: _____ Official Stamp or Crest.</p> |
| <p>21. LOCAL POLICE DECLARATION:</p> <p>I _____ designation _____ Approve/object to, this application</p> <p>Signed: _____ Date: _____</p> <p>Police Station: _____</p> | <p>22. RECEIPT DETAILS</p> <p>The prescribed fee of \$.....received.</p> <p>General, Receipt number.....issued.</p> <p>Signed: _____ Date: _____</p> |



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REQUIREMENTS

- A. Applications are to be lodged at the police station nearest to where the proposed event will be held. The prescribed application fee is to be paid at the time of lodgement.
- B. To permit the relevant authorities adequate time to assess applications and organise resources, applications shall be lodged within the following prescribed periods –
 - (i) events involving large public participation e.g. City to Surf Fun Run, pageants, not less than six calendar months prior to the proposed event;
 - (ii) events involving the racing of motor vehicles but not large public participation, not less than three calendar months prior to the proposed events;
 - (iii) events involving the racing of non-motorised vehicles, athletic events or other activities of a smaller nature, not less than one calendar month prior to the proposed event;
 - (iv) events involving street or locality events which do not involve large public participation, not less than one calendar month prior to the proposed event.
- C. Where local authority/Commissioner of Main Roads approval is required, the relevant declarations on the application are to be completed prior to the application being lodged.
- D. It is the applicant's responsibility to arrange with the local authority for –
 - (i) the supply, erection and removal of prescribed road closure barriers and signs;
 - (ii) the payment of any associated fees and/or administrative charges.
- E. Where an Occupier's Consent Form is required it must indicate that two-thirds of the occupiers affected are in favour of the proposed road closure.

The consent shall take the following form –

OCCUPIER'S CONSENT FORM FOR A STREET/LOCALITY EVENT

It is intended to apply to conduct a street/locality event in _____ between
(street/road)

_____ and _____
(intersecting feature) *(intersecting feature)*

during the hours of _____ and _____ on _____, 200_____

The event is being conducted on behalf of _____
(club, group, organisation)

- F. Where insufficient space is provided relevant details are to be included on a separate sheet and submitted with the application.