Pursuant to By-law 13A of the Territory Parks and Wildlife Conservation By-laws, the Parks and Wildlife Commission of the Northern Territory ("the Commission") hereby grants to the party specified herein as the Permit Holder a permit to engage in the activity specified herein at the Park or Reserve specified herein subject to the payment of the fee or royalty and subject to the conditions specified herein.

**Details**

<table>
<thead>
<tr>
<th>Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>Postcode</td>
</tr>
<tr>
<td>Phone:</td>
<td></td>
</tr>
<tr>
<td>Email:</td>
<td></td>
</tr>
</tbody>
</table>

**Approximately how many people attending this function:**

**Date of function:**

**What type of function? Birthday party, wedding ceremony, reception, private function etc:**

<table>
<thead>
<tr>
<th>Secret Moonlight</th>
<th>Coconut Grove</th>
<th>Shade Garden</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visitor and Events Centre</td>
<td>Central Green</td>
<td>Cycad Garden</td>
</tr>
<tr>
<td>Eco House</td>
<td>Borassus Lawn</td>
<td>Heritage Lawn</td>
</tr>
<tr>
<td>Holtze Lawn</td>
<td>Fountain Area</td>
<td>Eva's Café *</td>
</tr>
</tbody>
</table>

**Where will you hold your function? Please tick box**

- [ ] * Operated by The Botanic gardens Catering Company – you will only need this form if you are also holding a part of your function elsewhere in the Gardens.

**What times (including setup and clean up times) have you booked your function for so we can isolate the sprinklers and confirm gate closures with security?**

<table>
<thead>
<tr>
<th>Start time (incl. set up):</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>If ceremony what time start:</td>
<td></td>
</tr>
<tr>
<td>Finish time (incl. pack up):</td>
<td></td>
</tr>
</tbody>
</table>

**If there is there liquor to be consumed at your function at your function? See details at right.**

- [ ] Yes
- [ ] No

Note: If you are to sell liquor then you will need a liquor licence.

**As the legal occupier and persons responsible for a public place, approval has been given to the application set out within this permit. This permit of exemption is issued under 101U of the Liquor Act with respect of the area, date and times shown on this application.**

**Is there a sound system being set up and what type of entertainment will you have? DJ, Band etc.**

---

By-law 13A Public Events Permit Application
What type of catering, setup/ display will you have? Dance floor, stage, lighting, towers etc. Please provide names of company/ies:

Will you need access to power and what type if available?

Please provide contact name and number of person responsible for clean-up after your function? If this is not completed satisfactorily it may result in bond authorisation being invoked:
The area needs to be clean by 7.00am the following day

Name:  
Telephone:  
Email:  

There is no confetti allowed. Are you using any other forms of celebration? Rice, bubbles, petals etc.

Yes  If yes, please make sure there is not a lot left in the area.  
No

Will you be using ice at your function?

Yes  If yes, please do not tip ice onto the grass (it burns it), tip onto garden bed or take with you.  
No

Are you planning to place any fixtures on the lawn such as marquees, umbrellas etc.?

Yes  If yes, please discuss this with the Events Coordinator to make sure these are allowed. There is NO ground penetration allowed.  
No

Will you need vehicle access (e.g. caterers, bridal cars) to the site?

Yes  If yes, what types of vehicles will be accessing the site?  
No

Will your activity result in any disturbance of native vegetation and wildlife?

The Permit Holder shall comply with all terms and conditions, which are attached to this application. A Certificate of Currency will need to be provided by all clubs, businesses, companies and associations prior to issuing the Permit (as per Condition 7 (a) and (b)).

Parks and Wildlife adheres to the Northern Territory Government Privacy Statement, which can be found at http://www.nt.gov.au/ntg/privacy.shtml

**Conditions**

In this By-law 13A “Public Event”, in relation to a park or reserve, means an event conducted in the park or reserve that members of the public may attend (whether on payment of a entry fee to the event or otherwise) and for the purposes of which event access to a part of the park or reserve is restricted to a class or classes of persons.

In consideration of the Commission granting to the Permit Holder a By-law 13A Permit the Permit Holder hereby agrees as follows:

1. The Permit Holder together with the Participants enters the Park/Reserve entirely at their own risk and the Commission and the Conservation Land Corporation ("the Corporation") accept no liability whatsoever for any loss, damage, injury of whatsoever nature to the Permit Holder or to any other person due to the presence of the Permit Holder or the Participants on the Park or Reserve.

2. A person must not conduct a public event in a park or reserve except in accordance with a permit granted under this by-law. Penalty: $1000 and $100 for each day during which the offence continues.
3. An application for a permit is to be made in writing to the Commission and is to state –
   a) the name and address of the applicant;
   b) a description of the public event the applicant proposes to conduct;
   c) the park or reserve where the applicant proposes to conduct the public event;
   d) the part of the park or reserve to which access is to be restricted;
   e) the class or classes of persons to whom access to that part of the park or reserve is to be restricted;
   f) the days on which, and the times during which access to that part of the park or reserve is to be restricted; and
   g) such other matters as the Commission may require.

4. The Commission may, on receipt of an application under clause (3), decline to grant a permit, grant a permit or grant a permit subject to conditions;

5. A permit granted under clause (4) –
   (a) is valid on the days, and during the times, specified in the permit; and
   (b) is subject to such terms and conditions (if any) as the Commission thinks fit and specifies in the permit.

6. The Commission may determine a fee and security deposit or royalty payable on the granting of a permit.

7. The Permit Holder shall:
   a) indemnify, and keep indemnified the Corporation and the Commission and its employees and agents against all claims, demands, loss or damage to property or injury to or death to any person arising as a result of or in connection with:
      (i) the breach by the Permit Holder or the neglect or failure of the Permit Holder to observe or perform and fulfil any of the conditions contained herein; or
      (ii) the conduct of the activity by the Permit Holder or the Participants while on the Park or Reserve;
      (iii) the presence of the Permit Holder and the Participants at the Park or Reserve.
   *(b) (i) effect and keep effected a comprehensive "all risks" liability policy inclusive of public liability and claims arising out of this Permit extended to include the Commission in any single event not less than ten million dollars ($10,000,000) which policy shall be endorsed to include the indemnity given by the Permit Holder herein.
   (ii) provide evidence to the Commission that such insurance has been effected.
   (c) If so directed by the Commission, reimburse the Commission for any cost of search or rescue incurred by the Commission arising out of or in connection with the activity.
   (d) comply with and shall ensure that those participating in the activity comply with all regulations or rules made by the Commission and all Statutes, By-laws and Regulations in force in the Northern Territory in respect of the Park or Reserve.
   (e) ensure all those participating in the activity are aware of the conditions of this Permit.
   (f) not drive nor permit to be driven any vehicle within the Park or Reserve other than on the designated roads or on such other areas as the Ranger-in-Charge or the Commission may approve.
   (g) ensure that nothing is left in the Park or Reserve which, in the opinion of the Commission, may constitute a fire hazard, health hazard or a danger to persons, plants or animals.
   (h) any food vendors must be approved by the Commission and have the relevant permits.
   (i) not light any fires nor permit any fires to be lit other than in portable stoves or Commission approved fireplaces or as otherwise approved by the Ranger-in-Charge.
   (j) obey all reasonable directions given by an officer of the Commission.
(k) not do nor permit to be done anything in the Park or Reserve which is noisome, offensive or a nuisance or annoyance to other users of the Park or Reserve.

(l) where toilet facilities are not available ensure that all faeces and paper are buried.

(m) make good any damage of whatsoever nature and however occurring to the Park or Reserve which results from the activity or the presence of the Permit Holder on the Park or Reserve. If the Permit Holder fails to make good such damage to the satisfaction of the Commission may cause to have the damage repaired and may recover the costs of so doing from the Permit Holder as a debt due to the Commission.

(n) where toilet facilities are available the Permit Holder is responsible for maintaining and cleaning toilets to the state that they were at prior to the Public Event commencement failure to do so will incur cleaning cost.

(o) ensure that all refuse and litter generated by the activities of the Permit Holder is removed from the Park or Reserve by the expiration of this Permit.

(p) carry this Permit at all times while on the Park or Reserve.

8. This Permit shall not confer upon the Permit Holder the exclusive rights to possession of the whole or any part of the Park or Reserve.

9. This Permit shall be automatically revoked by the Commission if in the opinion of the Commission any of the above conditions are breached by the Permit Holder.

10. A Certificate of Currency will need to be provided by all clubs, businesses, companies and associations prior to issuing the permit (as per Condition 7 (b))

<table>
<thead>
<tr>
<th>Signed by:</th>
<th>Signed by:</th>
</tr>
</thead>
<tbody>
<tr>
<td>This acknowledgement is to signed by the applicant for the permit, if the applicant is a company or other body, by its duly authorized officer</td>
<td>Or as a delegate of the Director of Parks and Wildlife</td>
</tr>
</tbody>
</table>

Date: Date: