



## FORM 3 - LONG TERM PARKLET PERMIT AGREEMENT

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Parklet permits issued by Moreland City Council (MCC) are subject to specific maintenance and support conditions that are the responsibility of the parklet host and/or partnering businesses.

The following conditions ensure that parklets remain clean, safe and in a state of good repair for all members of the public to enjoy. MCC reserves the right to remove the parklet if the host fails to comply with the following agreement.

**Parklets are public space**

- As the Host, we agree to keep our parklet free and open to all members of the public, regardless of whether they patronise my business/organisation.

**Routine Maintenance & Support**

As the Host, we agree to carry out all routine parklet maintenance duties on an as-needed basis.

Routine maintenance includes:

- Sweeping the parklet surface
- Watering and maintaining the parklet's vegetation.
- Cleaning the parklet platform, seating and other parklet elements as required.
- Removing debris, grime or graffiti from the parklet.
- Removing any debris that is impeding drainage flow along the kerb and gutter beneath the parklet surface.
- Remove any slip / trip hazards from the parklet.
- Complete and submit the Host Maintenance Checklist to Moreland Parklet officers once a month.

**Parklet Removal & Change of Ownership**

- As the Host, we understand that if we dissolve or the business is sold, we will need to either notify MCC that we will remove the parklet or notify MCC that there will be a change of ownership.
- As the Host, we understand that MCC or another service authority may require me to temporarily remove the parklet under certain circumstances. In the event of this occurring, we understand that we are responsible for the costs associated with the parklet removal and storage.
- As the Host, we understand that MCC might require the permanent removal of my parklet if the parklet presents a major public safety hazard or if we the Host fail to comply with the conditions specified in this permit agreement.
- If the parklet is removed permanently, my business/organisation understands that it is our responsibility to restore the street area to its original condition.

**Annual Responsibility**

As the Host, we understand that a parklet permit needs to be renewed on an annual basis. Therefore, we agree to:

- Pay the renewal fee of \$530.45 for the first parking space, plus \$371.30 for each additional parking space.
- Replace or repair any broken or worn parklet components.
- Submit to MCC an updated certificate of public liability insurance that has a reference to the inclusion of the parklet, minimum coverage of \$10 million and current expiry dates.

Date Signed    \_\_\_\_/\_\_\_\_/\_\_\_\_

Applicant Signature

Host Name(s)	
Business / Organisation	
Parklet Address	
Contact Number	
Permit Number	

**Office Use Only**

Date Received        /        /

Renewal Date                //