

Office:

Date:/...../.....

Time:

Name:

Park Booking Amendment Form

Privacy Statement: Gladstone Regional Council is collecting your personal information to process your application form. This information will be only accessed by authorised Council employees and may be given to the Queensland Police Service. This information will not be given to any other person or agency unless you have given us permission or we are required by law.

This form can be used for amendments to **private functions** and **community entertainment events** held on Council controlled park or open space areas. All amendments require approval.

1 Applicant details

Name of applicant responsible for function or event

2 Function details

Park name

Function Date

3 Amendment details

4 Applicant acknowledgment

In making this amendment, I confirm all information I have provided is true and correct, I am 18 years of age or over, I have the authority of the organisation I represent and by proceeding with the function or event, once approved by Council, accept the non-standards conditions that may be applied in the advice of the approval by Council.

Signature

Printed name

Organisation (if applicable)

Date

5 Receipt details (office use only)

Date: _____ Receipt number: _____ Amount Paid: _____ Cashier: _____

6 Payment options and submission details

You may pay in person at any of Council's administration centres, hours may vary at each centre. Generally, cashier hours are 8:30am to 4:45pm, Monday to Friday.

CREDIT CARD ►	Visa <input type="checkbox"/> Master Card <input type="checkbox"/> AMEX <input type="checkbox"/> Card Number: _____ / _____ / _____ / _____ Expiry Date: ____ / ____ Name on Card: _____
	POST ► Post a cheque or money order made payable to: Gladstone Regional Council PO Box 29 GLADSTONE QLD 4680

Your Park Booking Amendment Form and any supporting documentation may be submitted in person, by mail to the postal address above, by email to info@gladstone.qld.gov.au or by fax to 07 4975 8500.