

2025/26 CHARITABLE COLLECTIONS PERMIT

Please read and understand the Charitable Collections Protocol before proceeding with your application. As per the Protocol this application must be received by Council at least 30 days prior to the proposed event or a fee may be applied.

APPLICANT'S DETAILS

Applicant's Name:
 Organisation Name:
 Organisation Address:
 Suburb: Post Code:
 Telephone: Mobile:
 Business: Fax:
 Email:

PERMIT DETAILS

Collection Type: ☐ Door Knock (**Please see nominated charities below*)
☐ Street Stall (*only permitted locations below*)
 ☐ Station Place
 ☐ Piazza on Watton Street
 ☐ Point Cook CBD
 ☐ Watton Street Werribee
☐ Intersection Collection (**Please see nominated charities below*)

As per the Charitable Collections Protocol, a permit to door knock or to collect at an intersection may only be granted to Red Cross / Red Shield, Salvation Army, Heart Foundation, Royal Children's Hospital Good Friday Appeal, ANZAC Appeal, Cancer Council & Legacy. Any other organisations **need not apply.*

Collection Locations:

1.
 2.
 3.
 4.

Collection Dates: From To.....

Collection Times: From am/pm To.....am/pm

Have you provided a copy of the organisation's Public Liability Certificate of Currency? ☐ Y ☐ N

Have you provided a copy of the charitable organisation's certificate issued by the ATO? ☐ Y ☐ N

For intersection collections, have you provided a copy of the approval from VicRoads / Vic Police? ☐ Y ☐ N

How would you prefer your permit to be issued? ☐ Post ☐ Email ☐ Pick up

A PERMIT WILL NOT BE GRANTED IF THE ABOVE INFORMATION/DOCUMENTS ARE NOT SUBMITTED WITH YOUR APPLICATION

FEES

Application Fee - \$0 (Not Applicable)

DECLARATION

I hereby undertake to comply with the Charitable Collections Protocol and any special conditions as required by an Authorised Officer of the Council.

Signature of Applicant: Date

PRIVACY NOTE: The personal information requested in this form is being collected by Council for processing a permit application. The personal information will be used solely by Council for that primary purpose or directly related purposes. The applicant understands that the personal information provided is for said Permit and they may apply to Council for access and/or amendment of the information.

RETURN COMPLETED FORM TO: Wyndham City Council, PO Box 197 Werribee 3030 OR 45 Princes Hwy Werribee 3030 or email mail@wyndham.vic.gov.au

CHARITABLE COLLECTIONS PERMIT

CHARITABLE COLLECTIONS PROTOCOL

It is recommended that the organisation's applicant reads and familiarises themselves with the Charitable Collections Protocol prior to applying for a permit.

The Charitable Collections Protocol can be viewed in full online at [Wyndham City Council's website](#).

COMMUNITY AMENITY LOCAL LAW

In conjunction with Part 7 – Administration & Enforcement, Sections 140 – 146 in relation to Permits.

The Community Amenity Local Law can be viewed in full online at [Wyndham City Council's website](#).