



Street Activity Policy 2011 Street Entertainment - Busking

Busking Permit Application

New Applications

Please note that permit application fees are non-refundable and permits are non-transferable.

Permits are issued to individuals not duos, trios or groups.

If groups are selling the same CDs or DVDs, only one selling fee is applicable.

All new busking permit applications require the following:

- completed application form or online application completed and approved
- attendance at a Safety, Amenity and Performance Review
- identification presented at the Review e.g. drivers licence, passport
- written and signed consent from parent or adult guardian if applicant is under 16
- acts with dangerous goods require a copy of the performer's current Public Liability Insurance - Certificate of Currency

Fees

- \$30 for all new general area, pavement art and *circle act* permits valid for 12 months (except premium permits)
- \$70 for all Premium permits valid for 12 months (including reapplications)
- \$25 for short term permits for interstate/international applicants which are valid for three months (except premium permits)
- \$50 for short term premium permits for interstate/ international applicants which are valid for three months
- \$20 for permit reapplications valid for 12 months (except premium permits)
- \$100 additional selling fee will apply for those performers wishing to sell CDs, DVDs or approved artworks made while they are busking. Groups require only one permit holder to include the selling component when performing.

Once you have completed an application form, either online or paper you must book in and attend a Safety, Amenity and Performance Review session. Check [calendar](#) for availability before you apply and pay for a permit.

Step 1: Complete an application form

The application process for all busking permits requires the following:

- Completed [online application](#), or
- complete the attached form and bring to a Safety, Amenity and Performance Review.
- You will also need to make a payment at the Town Hall after the review to complete your application.

Step 2: Make a booking to attend a Safety, Amenity and Performance Review

Applications will not be processed until prospective buskers have attended a Safety, Amenity and Performance Review.

Go to [booking](#) page to book into a Safety, Amenity and Performance Review.

If you need help making a booking, please call the City of Melbourne on 03 9658 9658 or [contact us online](#).

Step 3: Attend a Safety, Amenity and Performance Review

Attendance at a [Safety, Amenity and Performance Review](#) is a required part of the busking permit application process.

General Area, Pavement Art and Circle Act Performers without Dangerous Goods, unless otherwise advised, please bring video footage or examples of your performance. You may be asked to provide a demonstration of the intended street performance.

Premium Permit (including Bourke Street Mall)*

Premium permit applications require attendance at an audition. Applicants must have held a current and valid General Area Permit for a minimum of six months, without incident. *Visiting professional acts may apply for a short term Premium permit.

Reapplications

Customers are required to reapply before the permit expires. Customers will not be able to reapply if the permit has expired by more than 3 months when a new application will be required.

Option 1: Online (Preferred)

[Reply and pay for a busking permit online](#)

Option 2: Town Hall Customer Service Desk

1. Complete application form and pay any relevant fees at the Town Hall Customer Service Desk. Circle Act performers who use dangerous goods must also supply a copy of their current public liability insurance at time of reapplication in order for permit to be processed. Applicants under 16 must provide written and signed consent from parent or adult guardian.
2. A Customer Relations Officer will issue you with a receipt and reference number. The full permit will then be mailed to you or made available for pick up at the service desk within the following 3-5 business days.

Adding selling approval for current permit holders

Town Hall Customer Service Desk

1. Current permit holders who want to add selling to their permit, please complete Sections 1, 3 and 4 of the application form, and pay any relevant fees at the Town Hall Customer Service Desk.
2. A Customer Relations Officer will issue you with a receipt. The updated permit will then be mailed to you or made available for pick up at the service desk.

IN PERSON

Visit the Customer Service desk at the Melbourne Town Hall - Administration Building.

Melbourne Town Hall Administration
120 Swanston Street, Melbourne CBD
7.30am to 5pm Monday to Friday
Closed Public Holidays

FURTHER INFORMATION

Our Customer Service representatives are available 7.30am to 6pm, Monday to Friday on +61 3 9658 9658.

Teletypewriter (TTY) users phone 133 677 then ask for 03 9658 9658
Speak & Listen users phone 1300 555 727 then ask for 03 9658 9658

Our Multilingual Information lines telephone service offers assistance to people from a non-English speaking background. Visit [Translation services](#) for more details.



CITY OF MELBOURNE

BUSKING PERMIT APPLICATION

HOW TO COMPLETE THIS FORM

1. New applications complete Sections 1, 2a, 2b, 2c, 3 and 4
2. For reapplications please complete Sections 1, 2a, 3 and 4
3. For current permit holders who want to add selling to their permit, please complete Sections 1, 3 and 4 and write permit number(s) here _____
4. Fill out all fields correctly and in block letters
5. Sign declaration on the back of the form.

SECTION 1: APPLICANT DETAILS – this section must be completed by all applicants

Title	* First name (s)	* Family name	Act/Stage Name (If applicable)

* **POSTAL ADDRESS – Must be an Australian Address**

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Suburb	State	Post Code

* Contact Telephone Number	Website/Other

* **Email address**

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Would you like to be added to the City of Melbourne’s busking database to be contacted via email of upcoming performance opportunities and busking policy updates? YES NO

Permit Delivery Preference: (Tick one) Town Hall Front Counter Posted out in the mail

SECTION 2: PERMIT AND PERFORMANCE DETAILS – this section must be completed by all applicants

2a: I NEED A NEW PERMIT: Safety, Amenity and Performance Review date: ____/____/2019
Continue to section 2b.

MY PERMIT HAS EXPIRED I NEED A [RENEWAL](#): Previous permit number(s): _____

I declare that no part of my performance has changed since I first applied for a busking permit.

Signature: _____

2b: What type of permit/s are you applying for? (Tick all that apply)

[General Area Permit](#) [Pavement Art](#) [Circle Act Permit*](#)

[Premium Permit \(including Bourke Street Mall\)](#)

Describe your performance or proposed art form. Please list everything used in your act including any furniture.

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Circle Act *Note: Acts that use **dangerous goods** require a separate safety assessment.

Do you use dangerous goods? Yes No ***Dangerous goods** include the use of substances that are flammable, toxic or hazardous and implements such as swords and knives. It includes substances that present an immediate danger to people property or environment and extends to instruments that may have been modified for safety but can still be perceived as dangerous. Dangerous goods include but are not limited to swords, knives, fire, diablo, poi, staff, bed of nails and whips.*

Do you have current public liability insurance valid for performance in Australia? Yes No

Please attach a copy to this application.

****Premium (including Bourke Street Mall)**

Current City of Melbourne permit number (current for a minimum of six months) _____

2c. What permit duration are you applying for? (Tick which applies)

12 months **3 months (interstate/ overseas visitor)**

SECTION 3: SELLING OF MERCHANDISE

Do you intend to sell while busking? Yes No

If yes, please indicate what kind of original material you will be selling:

CDs DVDs Artworks

SECTION 4: DECLARATION – this section must be completed by all applicants

I declare that the information that I have provided in this application is true and correct. If granted a Busking Permit, I agree to comply with the conditions of use in association with that permit including but not limited to:

- a. I will notify the City of Melbourne if my performance changes significantly;
- b. I will notify the City of Melbourne of any changes to my contact details;
- c. I will ensure that the permit is not sold, transferred or assigned to another party and will be solely used for purposes as stated.
- d. I agree that all permits are non-refundable. I acknowledge information found to be false in support of this application will result in my permit being cancelled.

Applicant Name: * _____

Signature: * _____ Date: * _____

The City of Melbourne is committed to protecting your privacy. The personal information you provide on this application, is being collected by the City of Melbourne for the primary purpose of assessing your eligibility for the selected permit. We may also need to contact you from time to time for directly related purposes. Your personal information will not be disclosed to any external party without your consent, unless required or authorised by law. Failure to provide the information requested, means your permit application cannot be processed. If you wish to gain access to, or alter any personal information you have supplied to the City of Melbourne whilst completing this application, please contact us on +61 3 9658 9658. For more information, access our [Privacy Policy Statement](#)

Parental/Legal Guardian Consent (if applicant is under 16 years of age)

I (print name) _____ of (address) _____
_____ hereby give my consent for my child/ward
_____ to busk in the City of Melbourne.

I understand that:

1. I must attend the Safety & Amenity Review as the parent/guardian of the busking applicant aged under 16 years;
2. The City of Melbourne does not provide supervision of buskers less than 16 years of age; and that
3. I must accompany my child/ward at all times while they are busking or ensure that they have in their possession a signed authority provided by myself indicating an approved supervisor of at least 16 years of age.

Print Name: _____

Signed: _____ Date: _____