

## STATEMENT FOR THE PURPOSE OF PRINCIPLE 3 OF THE PRIVACY ACT 1993

1. The purpose of which the information about you is being collected to comply with the licensing requirements of the Machinery Act 1950 and the Amusement Devices Regulations 1978.
2. Intended recipients of personal information contained in the application form are:
  - (a) The Ashburton District Council, Environmental Services Department.
  - (b) Department of Labour, Occupational Safety and Health.
3. Name and address of the agency collecting and holding your personal information is:

Ashburton District Council  
5 Baring Square West  
Ashburton
4. The personal information about you is required by law and the supply of information by you is mandatory.
5. The consequences for yourself if you do not provide the information requested is that the Council may decline your application.
6. Right of access to and correction of personal information.

With regard to personal information held about you by the Council which can be readily retrieved, you can upon request:

  - (a) Obtain confirmation whether or not the Council holds personal information about you; and if so:
  - (b) Obtain access to that information.

You are entitled to request that the Council correct any personal information it hold about you. If the Council is not willing to correct your personal information in the way you request, then you can require the Council to attach a statement you prepare that will always be read with your personal information.

The Council will inform you of what steps it has taken in response to any request you may make to correct your personal information.

## GENERAL CONDITIONS FOR APPLICATIONS

1. Applications must be accompanied by a current **Certificate of Registration** and the application fee. **Faxed applications are not acceptable.**
2. Applications must be received at this Office of the Ashburton District Council **10 full working days prior** to the event. Late applications will be charged an **additional processing fee of \$20.**
3. Applications should state exactly where the intended amusement device site will be and include an inspect by time and a contact phone number, eg. Ashburton Domain on Saturday is not good enough.
4. Fees for permit applications are non refundable. Applications are not transferable to other dates outside those on the original application.
5. No application or fees will be accepted on site on the day of the event, ie: **if you have not applied before the event, then you do not operate.**
6. Rides should not commence before the device has been inspected and the permit issued.

**NB: The permits are generally issued on site at the time of inspection but, application must be made at the office of the Ashburton District Council, 5 Baring Square West, Ashburton.**

**APPLICATION FOR PERMIT TO OPERATE  
AMUSEMENT DEVICE(S)  
AMUSEMENT DEVICE REGULATIONS 1978**



To: The Ashburton District Council, P O Box 94, Ashburton

I/We: .....

Of: .....

Contact Phone No: .....

Hereby make application for permit to operate an amusement device(s)

At: .....

Address: .....

Event Held By: .....

From/Time/On: ..... to: .....

and certify that, having regard to the situation in which the device is erected, it can be operated without danger to persons operating or using it on or in its vicinity. In support of this application, there is attached:

**(a) The devices' certificate of registration:**

**NOTE: The original of the current certificate of Registration is to be presented with this application and is to be available on site at the time of inspection.**

Reg. No.	Device	Owner	Exp. Date of Certs

**(b) The prescribed fee: \$11.25.**

[Note: The Amusement Device Regulations 1978 (clause 4) fixed the following fees (excluding GST)].

- (a) For one device: for the first 7 days, or part thereof - \$10 (+GST)
- (b) For each additional device operated by the same owner: for the first 7 days or part thereof - \$2.00 (+GST).
- (c) For each device: \$1.00 (+GST) for each further period of 7 days or part thereof.

Please inspect before: *(Time)* ..... *(One Date)* .....

Signed: ..... Dated: .....

OFFICE USE ONLY - CHECKLIST		
Has Original Certificate of Registration been sighted and copied	Y	N
Is the Certificate current	Y	N
Is the Registration Number(s) on the application the same as that on the certificate of registration	Y	N
Invoiced	Y	N
Are there any other Applications attached.	Y	N