APPLICATION FOR PERMIT
COMMERCIAL FITNESS TRAINERS

Waverley Council Customer Service Centre
55 Spring Street, Bondi Junction (open 8.30am–5pm, Monday–Friday)
PO Box 9, Bondi Junction NSW 1355
PHONE 9083 8000 / FAX 9387 1820
WEB www.waverley.nsw.gov.au

APPLICANT
Name...................................................................................................................................................................
Company .............................................................................................................................................................
Postal address ....................................................................................................................................................

............................................................................................................................................................................
Phone (business hours) .......................................................................................................................................
Email ...................................................................................................................................................................
Website ..............................................................................................................................................................

Do you agree to Council displaying your company details (company name, trainer’s name, contact number and website address) on its website if you are approved for a permit. ☐ Yes ☐ No

TYPE OF FITNESS
............................................................................................................................................................................

CATEGORY
Please tick which category you are applying for:
☑ Category 1: 1-2 participants, no fixed location, no equipment, non-static
☑ Category 2: Up to 6 participants, fixed location and own equipment
☑ Category 3: Up to 12 participants, fixed location and own equipment
☑ Category 4: Up to 18 participants, fixed location and own equipment

START DATE FOR PERMIT ................................................................................................................................

TRAINING AREA
1st preference ....................................................................................................................................................
2nd preference ....................................................................................................................................................
3rd preference ....................................................................................................................................................

Information on permitted training areas is available on Council’s website as FAQs or please contact the Enriching Waverley Division on 9083 8413 or email tracey.jurcevic@waverley.nsw.gov.au for more information.

INSURANCE
All applicants for Commercial Fitness Groups and Personal Trainers’ Permits must provide a valid Certificate of Currency for a public liability policy which indemnifies Waverley Council and has a minimum cover of $10 million for the period of activity.
**AGREEMENT**

By signing this application form you, the Operator, agree that:

- You will conduct the training at your own risk and Council shall not, in any circumstances be liable for any damage to property or injuries to participants caused by the training howsoever occasioned. Notwithstanding any implication or rule of law to the contrary, Council shall not be liable for loss or damage to the Operator by reason of neglect or omission of Council to do any act or thing in respect of the training.
- You will comply with all conditions of Waverley Council's Commercial Fitness Groups and Personal Trainers Policy and any additional conditions on your permit.

As the applicant or the authorised agent of the applicant, I have read the Commercial Fitness Groups and Personal Trainers Policy and agree to comply with all conditions stated in the policy, on this form and on any permit issued regarding this application.

Name (please print) ..........................................................................................................................................

Signature .................................................................................................................................................. Date .........................

**FEES**

Fees apply and must be paid prior to commencement of activities. If approved for a permit, you will be sent an invoice with total fee payable.

**METHOD OF PAYMENT**

In person
Waverley Council
Customer Service Centre
55 Spring St, Bondi Junction
8.30am–5pm, Monday–Friday

Cheque payment by mail
Waverley Council
PO Box 9, Bondi Junction
NSW 1355

Credit card payment over phone
PHONE 9083 8000
(1% credit card fee applies)

**REQUIRED DOCUMENTATION**

- current Senior First Aid Certificate
- evidence of Public Liability
  Insurance cover, minimum value $10 million, indemnifying Waverley Council

If we do not have your photo on file already, please email a head shot of yourself to placemanagement@waverley.nsw.gov.au

**APPLICATION AND APPROVAL PROCEDURE**

- Read Waverley Council’s Commercial Fitness Groups and Personal Trainers Policy.
- Complete and submit this application form and attach required documentation.
- A Council officer will assess your application and notify you of the outcome of the assessment within 14 working days.
- If your application has been approved, an invoice stating the application fee and appropriate permit fee will be sent to you.
- Your permit will be sent to you once payment has been received and confirmed.
- Your company information will be posted on Council’s website under ‘Fitness trainers registered with Waverley Council’.

**SUPPORTING DOCUMENTS**

- a copy of a roster of your program/activities
- a list of trainers/support persons that apply to the license permit (refer to the Policy for more detail).

**CONTACTS**

For more information, please call Enriching Waverley on 9083 8413 or email tracey.jurcevic@waverley.nsw.gov.au

**PRIVACY:**

The personal information supplied on this form is required in order to provide the service requested. It will be used by Council staff and stored in our record system for only as long as necessary. During this time it can be accessed and amended by you, and will only be given to third parties with your consent or as required by legislation. Your details will only be shared on Council’s website if you have agreed to it above.