



Mackenzie
DISTRICT COUNCIL

APPLICATION FOR TEMPORARY ROAD CLOSURE

Pursuant to Schedule 10 of the Local Government Act 1974

Name and Contact Details

Applicant's Name:

Club/Organisation:

Mailing Address: Telephone No.

..... Email:

Event Details

Event:

Date of closure: **Time of closure:**

Road(s) to be closed:
(supply full location details and attach a map)

Checklist

- Submit** this form within **55 calendar days** of the date of the event to allow for first advertisement to be published **42 calendar days** prior to event.
- Pay** temporary road closure application fee of \$120.00 – a copy of the payment receipt is to be supplied with this form (this fee is non-refundable whether the application is approved or declined).
- Agree** to pay all advertising costs relating to Public Notification of Road Closure.
(The Council will arrange the advertising with the invoice being sent directly to the applicant.)
- Attach** written approval from affected parties. You will need to negotiate with any objectors to secure their consent *(without consent of all affected parties, Council may have to decline the request for closure).*
- Attach** map(s) showing location of road closure(s).
- Attach** a Traffic Management Plan (TMP) for the event for Council approval.
- Attach** evidence of public liability insurance to Council *(if applicable).*

Applicant's Signature: **Date:**

(Applicant must be authorised to sign on behalf of club or organisation)

OFFICE USE ONLY Received

by: Advertising arranged: Yes No

Date received:/...../..... 1st date of advertising:/...../.....

Fees received:/...../..... 2nd date of advertising:/...../.....

Submissions received: Yes No Application Approved: Yes No

Notes / Comments: