

**CITY OF SWAN
APPLICATION FOR APPROVAL TO ESTABLISH
A LODGING HOUSE**



TO: Chief Executive Officer
City of Swan
PO Box 196
MIDLAND WA 6936

ATTENTION: Health Services

APPLICANT DETAILS

Applicant's Name	
Postal Address:	
Suburb:	Post Code:
Daytime Phone:	Fax No:
Mobile:	email:

DETAILS OF PREMISES:

Proposed name of Premises:	
Address of Premises:	
Phone:	Fax No:
Mobile:	email
Maximum number of Lodgers::	

Further information to be submitted

<p>A scaled floor plan of the lodging house is to be submitted with this application including:</p> <ol style="list-style-type: none">1. Use of every room;2. Structural finishes of all walls, floors and ceilings in the sanitary conveniences;3. Location of fire protection equipment.
<p>Applicant's Signature: X Date</p>

FEES

Fee Payable - \$359.00

NB: Construction and fitting out cannot commence until payment of the application fee and receipt of conditions of approvals from Council's Environmental Health Service.

Payment Options:

Pay in Person:

Pay via cash, EFTPOS, cheque, money order or credit card at the Cashier at City of Swan Administration Centre, 2 Midland Square, Midland between 8.00am and 4.30pm Monday to Friday

Pay by Mail:

Send a cheque or money order payable to the City of Swan to PO Box 196 Midland WA 6936.

Pay by Credit Card:

For credit card payments not made in person please ensure your contact details (mobile/phone/email) are provide on the application form, as you will be contacted by a member of the City's Customer Experience team to arrange payment once your application has been received.

Note: A fee of 0.4% of the transaction value applies to all card payments.

Description of Lodging-House

Number of storeys

Total Floor Area

<u>Rooms for private use</u>	<u>Number</u>	<u>Area</u>
Laundries/toilets/bathrooms
Bedrooms
Dining Rooms
Kitchens
Sitting Rooms
Other (<i>specify</i>)

<u>Rooms for lodgers</u>		
Bedrooms
Dining Rooms
Kitchens
Sitting Rooms
Other (<i>specify</i>)
Maximum number of Lodgers	

<u>Sanitary Conveniences for male lodgers</u>	
Toilets
Urinals
Baths
Showers
Wash hand basins

<u>Sanitary Conveniences for female lodgers</u>	
Toilets
Baths
Showers
Wash hand basins

<u>Laundry Facilities</u>	
Washtroughs
Washing machines
Drying cabinets or clothes line

Additional details (*delete if not applicable*)

- (a) Lodger's meals will be provided by the **manager / keeper / lodger**.
- (b) The keeper **will / will not** reside continuously on the premises
- (c) Name and occupation of proposed manager if keeper resides elsewhere:-

- (d) There will be family members residing on the premises with the keeper/manager.