

## Application - Equipment Installation (Other than Flagstaff Hill Communications Tower)

You MUST complete ALL questions unless the form indicates otherwise.  
Incomplete forms or forms without all necessary information and documentation  
will result in your application not being a properly made application.

For all applications, you must:

- Complete this form;
- Complete any other forms relevant to your application;
- Provide any mandatory supporting information identified on the forms as being required to accompany your application; and
- Submit the applicable fee.

### SECTION 1 – APPLICANT DETAILS

Applicant Name (Person/s or Company):

Director's Name/s (if applicable):

Address of Registered Office (of Company):

ABN/ACN:

Business/Trading Name:

Street Address:

Postal Address:

Contact Name of the Application:

Telephone:

Mobile:

Email:

Type of Business Operation:

### SECTION 2 – CONTRACTOR DETAILS (where access will be required by a different entity to the applicant)

Contractor Contact Name:

Postal Address:

Site Manager (if applicable):

Telephone:

Mobile:

Email:

Proposed installation date/s:

#### OFFICE USE

|               |   |           |    |       |  |             |  |
|---------------|---|-----------|----|-------|--|-------------|--|
| Receipt Code: | T | Fee Paid: | \$ | Date: |  | Receipt No: |  |
|---------------|---|-----------|----|-------|--|-------------|--|

**SECTION 3 – APPLICATION DETAILS (Please tick where applicable)**

- New User Installation  Variation to Existing User Installation
- Relocation of Existing Installation  Removal of Installation

**SECTION 4 - POWER REQUIREMENTS (Please tick where applicable)**

- Electrical Connection:  Single Phase  Three Phase
- Electricity Metering:  Council Meter  Applicant Meter
- Minimum CB Size: \_\_\_\_\_ Maximum CB Size: \_\_\_\_\_
- Annual Service Consumption: \_\_\_\_\_ *kWh* Standby Generator Connection Required:  Yes  No

**SECTION 5 - SITE PLAN - Mandatory (Please advise details where applicable)**

Provide **two (2) copies of plans**, specifications and drawings showing elevations to a scale not less than 1:100. Ensure the following information is included on the plans:

- A legend of numbered equipment to be installed on Council's infrastructure
- Details of all equipment, including Make, Model and Type (eg antenna/dish/other transmission equipment, etc.)
- List of equipment specifications: Wind loading (knots or km/h), Size (eg diameter, length, width, depth), Area (m<sup>2</sup>), Weight, Destination, Face/leg, Bearing, Polarisation, Aperture required, System (eg 2-way, 3G etc), Feeder number, Frequency, Transmit power, Heat dissipation, radiation readings, Battery type (TX/RX), Height requirements at which the proposed equipment is to be installed
- Any other relevant information

**SECTION 6 - CHECKLIST (Please ensure you submit the relevant documentation to support this application)**

- Two (2) x copies of plans
- Application fee
- Other relevant documentation

**FEES AND CHARGES**

| Application Category                           | Fee       |
|--|-----------|
| Minor Application Assessment (Receipt Type 39) | \$ 357.00 |

**DECLARATION**

I \_\_\_\_\_ declare that the information provided by me in this application is true and correct and I consent to the making of enquiries and exchange of information with authorities of any Local, State/Territory or Commonwealth department in regards to any matters relevant to this application.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Douglas Shire Council – Privacy Collection Notice:**

Douglas Shire Council collects and manages personal information in the course of performing its activities, functions and duties. We respect the privacy of the personal information held by us. The way in which the council manages personal information is governed by *the Information Privacy Act 2009* (Qld). We are collecting your personal information in accordance with the *Local Government Act 2009* so that we can assess and finalise your application. Generally, we will not disclose your personal information outside of Council unless we are required to do so by law, or unless you have given us your consent to such disclosure. For further information about how we manage your personal information please see our Information Privacy Policy.