



This form is to be used when applying to place a structure or undertake works (other than roadworks) or an activity in a state-controlled road corridor. This application form does not cover any other approvals associated with the structure or activity.

## Applicant details

**Note:** The applicant is the person or entity who will hold the permit and will be legally responsible for the structure or activity and complying with the conditions attached to the permit. The application must be made in the name of a legal entity (for example, an individual, company, partnership, etc.), not a trading name.

Applicant's name

Australian Business Number (ABN)/Australian Company Number (ACN)

Postal address

Postcode

Contact person (for permit holder)

Mobile number

Email address

On-site contact person

Mobile number

Contractor details (if applicable) - if contractor is to be used to install or maintain a structure, please provide the contractor's name

Mobile number

## Proposed structure or activity details

**Short description of structure or activity** - please provide details below

**Details of how the structure or activity will be carried out** - please provide comprehensive details below.

If applicable, please attach:

- copies of plans certified by a Registered Professional Engineer in Queensland
- photos
- map showing the proposed location
- diagrams of structure or activity showing dimensions, existing road features, distance from intersection/s, access points.



**Proposed location.** Provide details such as road name/s, nearest intersection with another road/s, adjacent property description (lot and registered plan) if known, etc.

**Site GPS coordinates**

**Dates:**

Proposed start date (if multiple dates, please attach a schedule)

Proposed completion date

continued page 2...

**Declaration - this section must be completed prior to your application being processed**

By ticking the following box, I:

- confirm I am making an application to install a structure or undertake an activity on a state-controlled road
- declare that the information contained within and/or attached to this application is true and accurate to the best of my knowledge.

Yes, I agree

**Liability insurance**

A current certificate of either public (for applicants that are businesses), or personal (for applicants that are private individuals), liability insurance for a minimum of \$20 million must be provided with a *Road Corridor Permit Application*. In exceptional cases, where the applicant can demonstrate a minimal level of risk, the Department of Transport and Main Roads (TMR) may accept a reduced level of cover.

The certificate of insurance (be it public or personal) must be in the same name as the person or entity that the permit has been issued to. In instances where public liability is being supplied, the certificate must also clearly state TMR as a 'Named Party' or 'Interest Noted'. Please note, this is not required for personal liability.

**Declaration of Indemnity**

The applicant must indemnify TMR from any loss, damage or expense incurred as a result of the structure or activity to which the Road Corridor Permit will apply. A Deed of Indemnity must be provided with this application. A Deed of Indemnity template is provided on the TMR website.

**Application checklist**

Please ensure the following have been completed:

- the declaration above
- copy of your public liability insurance policy or certificate of currency is attached
- signed Deed of Indemnity is attached
- if applicable, supporting documents (for example, plans, maps, photos etc.)



Please forward completed application to your local Department of Transport and Main Roads (TMR) district office.

**TMR district office contact details**

**Note:** These contact details are accurate as at November 2018. The most current contact details are available on the TMR website <https://www.qld.gov.au/transport/contacts/roads>.

District	Phone number	Email address
Barcaldine	4651 2777	barcaldine.office@tmr.qld.gov.au
Brisbane	3066 5499	metropolitanregion@tmr.qld.gov.au
Bundaberg	4154 0200	bundaberg.office@tmr.qld.gov.au
Cairns	4045 7144	cairns.office@tmr.qld.gov.au
Cloncurry	4769 3200	cloncurry.corridor@tmr.qld.gov.au
Gold Coast	55636600	southcoast@tmr.qld.gov.au
Gympie	5482 0333	gympie.office@tmr.qld.gov.au
Mackay	4951 8555	mackay.office@tmr.qld.gov.au
Maroochydore	5451 7055	northcoast@tmr.qld.gov.au
Rockhampton	4931 1500	FitzroyDistrict@tmr.qld.gov.au
Roma	4622 9511	SouthWest.office@tmr.qld.gov.au
Toowoomba	4639 0777	downsswr.office@tmr.qld.gov.au
Townsville	4421 8859	towdawe@tmr.qld.gov.au

**Privacy statement:** TMR is collecting the information on this form for the purposes of applying for a Road Corridor Permit in accordance with the *Transport Infrastructure Act 1994*. TMR usually gives some or all of this information to Department of Natural Resources, Mines and Energy, Department of Queensland Fire and Emergency Services, Queensland Police Service and Regional and City Councils. Your personal details will not be disclosed to any other third party without your consent unless required to do so by law.