

Application to fly alternative flag of significance on the Community Flagpole



Complete the form

Make sure all sections are complete and you have supplied all supporting documents.

Collection of Information

Colac Otway Shire is committed to protecting your privacy. The personal information requested on this form is being collected by Colac Otway Shire for the purpose of assessing your request to fly a flag from the Community Flagpole in accordance with Council's Flag Policy. The personal information will also be disclosed to Council Staff to enable them to consider your application. It will not be disclosed to any other external party without your consent, unless required or authorised by law. If the personal information is not collected your application may not be considered. If you wish to alter any of the personal information you have supplied to Colac Otway Shire, please contact Council via telephone on 5232 9400 or email inq@colacotway.vic.gov.au. Council's Privacy Policy is available from our website: colacotway.vic.gov.au/Council-the-shire/Council-policies and all Council Customer Service Centres.

Important Information

In accordance with the Colac Otway Shire Council's Flag Policy Protocol, Council will consider flying flags of significance on the Community Flagpole, other than those named in the Policy, upon application. Applications must be received a minimum of 45 calendar days prior to the proposed date/s to allow time for any necessary approvals.

Please note:

- Council's annual flag schedule will take precedence over any requests to fly other flags.
- Alternative flags shall not be flown any longer than a maximum of seven (7) days.

Your Details

First name

Last name

Organisation or Group

Position with Organisation or Group

Best phone number to contact you on

Email

Flag Details

Type and description of flag to be flown. Attach an image to your email if available.

Proposed date/s

Please outline why you are requesting a flag to be flown and attach any supporting documentation.

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Acknowledgement

By signing this agreement, I hereby authorise/agree:

1. I accept responsibility to provide Council with the required flag at the appropriate dimensions (1800mm x 900mm) prior to the date/s the flag is to be flown.
2. I acknowledge that the flag must be in appropriate condition for flying (i.e. not torn or faded).

Signature

Date