

Unmanned Aerial Vehicle (UAV) Consent Request

Today's Date: ___ / ___ / ___.

Request for consent to operate an unmanned aerial vehicle (UAV) over Council property.

This form, and Council's consent, is required if you intend to fly your UAV over Council property (eg parks, playgrounds, sports grounds, reserves, roads and other Council properties).

You need to be 16 years or over to apply for consent but you may apply for consent on the basis you will be supervising someone under 16 operating a UAV.

Please refer to the CAA Rules, Council UAV Policy and 'Terms and Conditions' for the use of parks and reserves prior to booking your event.

***Indicates required field**

Contact Details

*First Name: _____		*Last Name: _____	
Organisation: _____			
Position: _____			
Address: _____			
Phone: _____	Fax: _____	*Mobile: _____	
*Email: _____		Website: _____	

- *I am over 16 years of age**
 ***I will be supervising someone under 16 operating the UAV**
- Yes
 No

Details of planned UAV Flying Activity

*Location: _____ <i>(Please indicate on the aerial photograph provided)</i>	
Number of people likely to attend: _____	
*Event Start Date: _____	*Start Time: _____ am/pm
*Event Finish Date: _____	*Finish Time: _____ am/pm
Postponement Date/s (if required): _____	

*Type of UAV

- Drone
 Plane
 Helicopter
 Other (kite, hot air balloon)
 If other please describe _____

What is the weight of the UAV you want to fly?

- Under 15kg – apply to the Council only
 15-25kg – you must obtain approval from Model Flying New Zealand (MFNZ – www.modelflyingnz.org) before applying to Council
 Over 25kg – you must apply to CAA before applying to Council

***Reason(s) for using the UAV (hobby, filming, photos or video, commercial etc)** _____

Special Requirements

For large or one-off events requiring any of the following, you may be asked to discuss your requirements with the Council prior to booking. Permission will be subject to written approval and may incur additional costs.

- | | |
|--|---|
| <input type="checkbox"/> Commercial activities | <input type="checkbox"/> Vehicle access |
| <input type="checkbox"/> Disruption to parking and traffic | <input type="checkbox"/> After hours access |
| <input type="checkbox"/> Marquee / caravan etc | <input type="checkbox"/> Other _____. |

Specific UAV Policy Conditions on Parks/Reserves

- Consent to operate within the defined areas as shown in the ICC Unmanned Vehicles Policy is subject to:
 - Compliance with all CAA and Air Traffic Control requirements
 - No other recreational activity being undertaken in the area at the time
 - Operation only being undertaken between the hours of dawn to dusk and the UAV being within visible sight lines at all times.
- An application for consent may be granted or refused by Council and may be subject to any conditions that the Council deem necessary to ensure public safety and the prevention of nuisance. Consent may be granted on an ongoing basis or may be granted for a single event.
- Please consider registering with the Air Share Website. This information helps CAA keep track of regular and non-regular UAV operators in each area.

Agreement

- I have read and agree to the '**Terms and Conditions**' for the use of parks and reserves for events.
- I have read and agree to the **UAV Policy** for the use of parks and reserves for events.
- I have read, understood and will comply with the **CAA Rules part 101 and part 102 Compliance** when operating the UAV/when supervising the operation of the UAV.
- I have been in contact with **Invercargill Air Traffic Control** (03 2118118) and am aware of the Invercargill Control Zone and associated restrictions.
- I acknowledge that Council is entitled to impose conditions upon use of this Park at its discretion.
- I acknowledge that as Event Organiser I am responsible for ensuring that all attendees have read and agree to the '**Terms and Conditions**' for the use of parks for events.
- I agree to pay all charges and bonds for the use of this park as requested by Council.
- I have been authorised to bind my organisation to this agreement.

Signed: _____ Date: _____

Name: _____ Position/Organisation: _____

Confirmed: _____ Parks Manager (or representative) Date: _____

Charges and Requirements

General Park Charge	\$ _____	Health and Safety Plan	<input type="checkbox"/>
Special Requirements	\$ _____	Indemnity and Public Liability Insurance	<input type="checkbox"/>
	\$ _____	Parking and Traffic Management Plan	<input type="checkbox"/>
Bond	\$ _____	Consent of Event Holder	<input type="checkbox"/>
Total Amount Due	\$ _____	Consent of CAA	<input type="checkbox"/>

Cheques should be made out to 'Invercargill City Council' and can be posted or delivered with the completed booking form to:

Invercargill City Council Parks Division
Queens Park Office
216 Queens Drive
Private Bag 90104, Invercargill

Ph: 03 219 9070
Fax: 03 217 5358
Email: parks@icc.govt.nz

Full payment is required when booking unless arrangement has been made with the Parks Manager. Bonds for damages will be refunded at the conclusion of the event once the site has been inspected.

The Queens Park Office does not have EFTPOS or Credit Card facilities.