One-off ETP Application

Instructions

Lodgement

- For details of the lodgement process including the prerequisites and FAQs please see the lodgement guide for the specific application you are lodging.
- For help with the portal please click on the Help link in the top right corner.

Navigation

- DO NOT use the web browser buttons to move between pages or sections as this will cancel the form.
- Use the section heading links on the left or the Next button below each page to navigate to the next section.
- All fields with a red * are mandatory.
- All mandatory or invalid values will be shown in red with a message.
- New sections might appear/disappear based on how you answer certain questions.

Saving the form

- If at any time you would like to stop filling in this form you can save it by clicking the Save button below the form.
- Make sure you take note of your reference number which will be displayed after saving your details.
- If the form is left idle on a page for longer than 30 minutes the application will close and will not be saved.

Cancelling the form

- To Cancel the lodgement of the form, navigate away from it by closing the browser window or following a different link on the menu.

Progress

- The sections bar on the left give an indication of your progress.

Your Client Ref

114000

Permit Type

Please select the Licence for which you want an Extended Trading Permit.

Current Liquor Licences

6020001966 - Tavern

Premises Name

Coconut Grove Tavern

In order to correctly process your extended trading permit application, please answer the following questions carefully. If you cannot establish the extended trading permit type you wish to apply for, please contact the Department for assistance on (08) 6551 4888.

What would you like to extend?

- ☐ HOURS - Select if you wish to apply for extended trading hours or to trade on a day not authorised on the licence
- ☑ AREA - Select to extend an adjacent area to the licensed premises. This option also includes OFFSITE CATERING.
- ☐ OTHER - Select this option to apply for NON-MEMBERS, COCKTAIL FUNCTIONS or NIGHTCLUB ETPs.

Are there any restrictive trading conditions imposed on the permanent licence or ongoing permits (if applicable) that might be affected by this application?

- ☐ Yes
- ☑ No

Are you applying for offsite catering? Please confirm by selecting the box below.

☐

It would appear that you would like to apply for an extended trading permit with an extended area and therefore we believe you are applying for a;

LIA-One-off ETP - Area

If you believe that it is not the case, please contact the department to assist you.

Ongoing ETP approval pending?

Is there an application for an Ongoing Extended Trading Permit/Variation of Licence Conditions and/or Alteration Redefinition currently under determination for this premises?

- [x] Yes
- [ ] No

One-off ETP's may not be considered when a permanent application is under determination for the same premises. Do you wish to proceed with this application?

- [x] Yes
- [ ] No

Please provide further comments in support of this application.

Western Australian Music Awards 2026

Director's Policies

Before continuing with the application, it is strongly recommended that you view the relevant Director's Policies.

Extended Trading Permits/Variations – 'One-off' Events or Functions

Paper based Lodgement

Paper based extended trading permit applications will no longer be accepted by DRGL. However, please note that Regional Magistrate Courthouses will continue to accept hard copy application forms.

Event Dates and Attendance

Maximum capacity of EXTENDED area

1,000

Total number of patrons

1,000

Specify the dates and times the event will take place in chronological order with the earliest date first.

If the event time commences at midnight, please enter 11:59pm instead of 0:00am the following morning.
If the event time ends at midnight please enter 11:59pm instead of 12:00am.

No	Start Event Date and Time e.g. 25/05/2015 7:30pm (with colon : and lowercase am/pm)	End Event Time e.g. 10:30 pm	End Event Date and Time
1	9/12/2026 5:00:00 p.m.	11:00:00 pm	9/12/2026 11:00:00 p.m.

Total Fee

$ 267.00

Click the + sign in the heading of the list above to add more items.

Event Details

Describe the special occasion or function

Western Australian Music Awards 2026

Is this a Private Event?

- [x] Yes
- [ ] No

Will the proposed application cater for a private birthday party, wedding or similar function?

- [x] Yes
- [ ] No

Please provide the name(s) of the person(s) whom the function is being organised on behalf of.

Western Australian Music Awards 2026

How many approved managers will be employed during the event?

5

Is this event inclusive of a gambling activity conducted under the Gaming and Wagering Commission Act?

- [ ] Yes
- [x] No

Please provide a full name and contact number of the responsible person for the function/event(s).

Full Name

Hugh Brown

Contact Number

93679111

Extended Area

Describe the extended area adjacent to the defined licensed area of the premises

The Icecream Factory site next door to Coconut Grove Tavern between James and Roe Street

Name of the owner of the venue

Penzance Pty Ltd

Has the owner of the adjacent venue consent to this application?

- [x] Yes
- [ ] No

You have to submit a map describing the licensed area. If you have an electronic copy of it, you can attach it to this application form now or you can submit a hard copy to this office stating your application reference number.

A hand drawn floor plan, existing building plan or a close up screenshot from Google Maps can be used to identify the area proposed for the extended trading permit. The proposed extended area for this application must be clearly defined and highlighted in yellow . The map must include any nearby buildings or rooms, location of bar service areas, nearby roads and other identifying features within the proposed extended area.

Microsoft Word, Adobe Photoshop, Microsoft Paint are relatively easy to use programs for creating your map using shapes etc. Alternatively, a hand drawn map can be scanned and attached to the application.

Click here for an example of an appropriate map.

You are required to:

- [x] Attach an electronic copy now.
- [ ] Submit a hard copy with Application Reference Number.

Please click on the Browse button below to select the file you wish to upload.

If you are unsuccessful in uploading your document, you can choose to submit it as a hard copy via post.

The acceptable formats for uploading documents are:

- **Portable Network Graphics (.png)**
- **Joint Photographic Experts Group (.jpg)**
- **Graphics Interchange Format (.gif)**
- **Portable Document Format (.pdf)**

Please select the file you wish to attach.

ICF Red Line 1000 Capacity.pdf 1 MB

Entertainment

Will entertainment be provided?

- [x] Yes
- [ ] No

What type of entertainment, and who will provide it?

Awards ceremony, industry gathering and associated programmed entertainment

What time will the entertainment commence?

5:00:00 pm

What time will the entertainment cease?

11:00:00 pm

Crowd Controllers

Will licensed crowd controllers be in attendance?

- [x] Yes
- [ ] No

How many Licensed Crowd Controllers will be in attendance for the duration of the event?

8

Liquor Details

Please tick one or more as the case may be.

How will the liquor be sold?

- [x] Direct
- [ ] Part of entry/cover charge

How will the liquor be served?

- [x] Unsealed containers
- [ ] Sealed containers (for takeaway off the licensed premises)
- [ ] Glassware

Does the applicant seek approval to share profits from the function?

- [x] Yes
- [ ] No

Profit Sharing

Give details of other person/s concerned. See Profit Sharing and Management Agreements for more information.

Name	Address	Describe the arrangement and amount of benefit
ICF Events Pty Ltd	16 Southport St Leederville WA 6007	20% of gross bar sales

Local Government Authority

Local Government Authority (Local Shire / Council) in which licensed premises is located

City of Perth

Has the Local Government Authority consented to the application?

- [ ] Yes
- [x] No

Applications for Extended Area cannot be approved without the consent of the Local Government Authority. The Department may request a copy.

Declaration

Is there any other information you wish to provide in support of this application?

- [ ] Yes
- [x] No

Liquor Licensee

Penzance Pty Ltd

I declare that all the information provided in this form and in any supporting documentation is true and correct and that no relevant information is omitted. The applicant understands that the provision of false and misleading information will constitute a breach of the Act.
Please note that under section 159 of the Liquor Control Act 1988, it is an offence to make a statement that is false or misleading. Penalty: $10,000.

Signatory full name

Hugh Brown

Position of Signatory

CEO

An application is not deemed lodged until the fee is paid. If a fee is paid after the application is submitted, the lodgement period is counted from the day the fee is paid. You are reminded that late payment may result in your application not being determined on time.

I understand that the application is not deemed lodged until payment is made.

- [x]

In addition it is recommended to Save your form before Submitting it to ensure that you don't lose any of your entered information in an unfortunate event.

Once Saved, click Submit below to proceed to the Payment section.

Submitted By

entertainmententerprises

Submitted On

29/9/2026

GENERAL NOTES

PROPRIETARY SCAFFOLD-SUPPORTED STRUCTURE AND SIGNAGE SYSTEM (HEIGHT VARIES) TO STRUCTURAL ENGINEERS DETAILS - PUBLIC ACCESS PLATFORMS AT 4M AND 7M DESIGNED TO WITHSTAND 5.0KPA LIVE LOADS PER AS 1170.1.
BALUSTRADES AND EDGE PROTECTION PER AS 1657

SIGNAGE: 440GSM SINGLE-PIECE VINYL BANNER FIXED TO ALUMINIUM KEDER TRACK, TENSIONED TAUT. STRUCTURE ENGINEERED TO AS/NZS 1170 SERIES (WIND, CROWD & IMPOSED LOADING) AND AS/NZS 1576 SCAFFOLD STANDARDS.

MATERIALITY ABBREVIATIONS

NOTE: 'E' PREFIX DENOTES EXISTING CONDITIONS

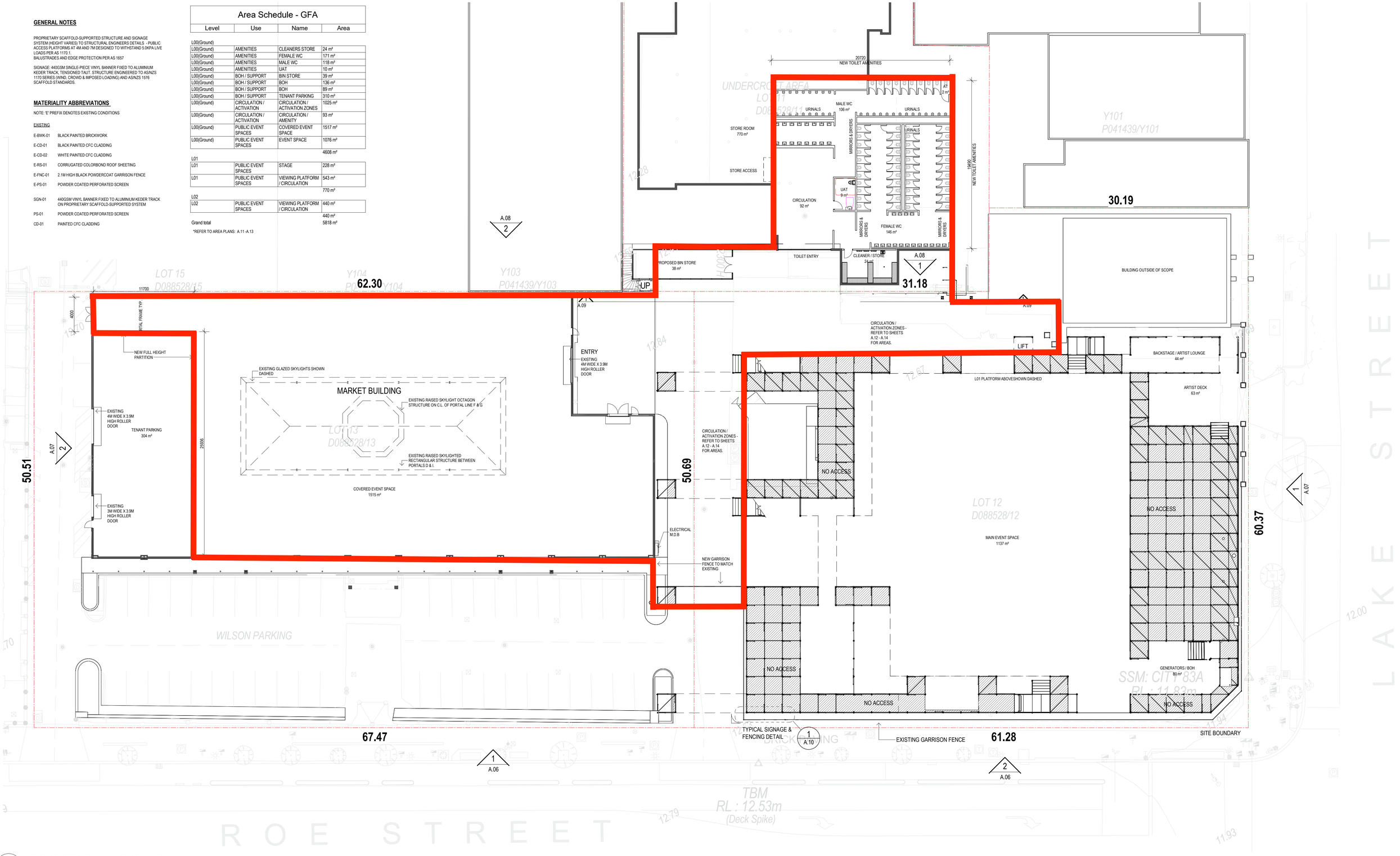
EXISTING

E-BWK-01	BLACK PAINTED BRICKWORK
E-CD-01	BLACK PAINTED CFC CLADDING
E-CD-02	WHITE PAINTED CFC CLADDING
E-RS-01	CORRUGATED COLORBOND ROOF SHEETING
E-FNC-01	2.1M HIGH BLACK POWDERCOAT GARRISON FENCE
E-PS-01	POWDER COATED PERFORATED SCREEN
SGN-01	440GSM VINYL BANNER FIXED TO ALUMINIUM KEDER TRACK ON PROPRIETARY SCAFFOLD-SUPPORTED SYSTEM
PS-01	POWDER COATED PERFORATED SCREEN
CD-01	PAINTED CFC CLADDING

Area Schedule - GFA

Level	Use	Name	Area
L00(Ground)			
L00(Ground)	AMENITIES	CLEANERS STORE	24 m²
L00(Ground)	AMENITIES	FEMALE WC	171 m²
L00(Ground)	AMENITIES	MALE WC	118 m²
L00(Ground)	AMENITIES	UAT	10 m²
L00(Ground)	BOH / SUPPORT	BIN STORE	39 m²
L00(Ground)	BOH / SUPPORT	BOH	136 m²
L00(Ground)	BOH / SUPPORT	BOH	89 m²
L00(Ground)	BOH / SUPPORT	TENANT PARKING	310 m²
L00(Ground)	CIRCULATION / ACTIVATION	CIRCULATION / ACTIVATION ZONES	1025 m²
L00(Ground)	CIRCULATION / ACTIVATION	CIRCULATION / AMENITY	93 m²
L00(Ground)	PUBLIC EVENT SPACES	COVERED EVENT SPACE	1517 m²
L00(Ground)	PUBLIC EVENT SPACES	EVENT SPACE	1076 m²
			4608 m²
L01			
L01	PUBLIC EVENT SPACES	STAGE	228 m²
L01	PUBLIC EVENT SPACES	VIEWING PLATFORM / CIRCULATION	543 m²
			770 m²
L02			
L02	PUBLIC EVENT SPACES	VIEWING PLATFORM / CIRCULATION	440 m²
			440 m²
Grand total			5818 m²

*REFER TO AREA PLANS: A.11 -A.13



1 PROPOSED PLAN - GROUND

A.06 · 1 : 200

NOTES
1. Do not scale drawing. Written dimensions govern
2. All dimensions are in millimeters unless noted otherwise
3. All dimensions shall be verified on site before proceeding with the work. Client shall be notified in writing of any discrepancies.
4. This drawing must be read in conjunction with all relevant contracts, specifications and drawings

This drawing is an uncontrolled copy. Unless noted otherwise

NORTH

1:200
0m 2m 4m 6m 8m

REV	DESCRIPTION	DATE
A	ISSUE FOR INFORMATION	27/07/25

CLIENT
BARPOP

PROJECT
THE ICECREAM FACTORY
92 & 100 Roe Street, Perth Western Australia 6003

STATUS

DRAWING TITLE
PROPOSED FLOOR PLAN - GROUND

REVIEWED
Checker

APPROVED
Approver

SCALE @ A1
As indicated

PROJECT NO.
ENTER HERE

REV NO.
A

DRAWING NO.
A.03