

Marquees and Amusement devices

Information sheet



Version: 7
Date: September 2025
Code: IS-116

Marquees

Many of us have attended events that have been held in a Marquee or a tent like structure. These are generally temporary structures only designed for that particular event which could be from a day to a few weeks.

A building consent is required for any marquee exceeding 100m² in floor area. A marquee can be used for either a public or private event.

The approval for a Marquee consent is limited to its “specified intended life”. This is generally for the period of time it takes to host the event (e.g. weddings and sports events) and could be for as little as one day or a few weeks. It is very important to clearly identify the type of event and the period you require the Marquee for within your consent application, as your consent approval will reflect this. An application for a Marquee shall be submitted through the build.objective.com using the Building Consent Form 2 application.

Important: If the marquee is to be used for more than what has been approved on your consent, you are required to notify the council building team to discuss your options so you can understand what will be involved to do this.

Further information can be found at the [MBIE website](#)

Amusement devices

An amusement device is any mechanically powered unit that is used for rider entertainment. This is traditionally, fairground machinery e.g. merry-go-rounds, ferris wheels, roller coasters etc.

However today there are a number of devices that fall within the “amusement device” definition such as bumper boats, bumper cars, indoor go-karts operations and mini bikes.

Amusement devices must have a permit to operate from Council and a current Certificate of Registration issued by Worksafe: <https://worksafe.govt.nz/topic-and-industry/amusement-devices/>

Amusement devices are regulated under the Amusement Device Regulations 1978:
<http://www.legislation.govt.nz/regulation/public/1978/0294/latest/DLM64225.html>

Permit to operate Amusement Device

Before a registered device is operated, you must apply to the appropriate local authority for a permit. The application form can be found here

https://www.timaru.govt.nz/_data/assets/pdf_file/0007/21220/449743-Building-BA-AMR-Form-4-Application-for-a-Permit-to-Operate-an-Amusement-Device.pdf

All applications must be made at least 10 working days prior to proposed use.

The applicant must provide:

- Completed application form (including dates)
- Certificates of Registration of an Amusement Device
- Date and time of inspection required
- Payment - quote fee code 02020.011.0155

A Council officer will inspect and then issue a Permit, allowing the Amusement Device to be operated.

Amusement device fees

Description	2019/2020
1 device, for the first seven days of proposed operation or part thereof	\$11.50
Each additional device operated by the same owner, for the first seven days or part thereof	\$2.30
Each device, for each further period of seven days or part thereof	\$1.15

Amusement device fees are set by legislation.

Glossary of terms

Description	Term
Ministry of Building, Innovation and Employment	MBIE
Land Information Memorandum	LIM
Project Information Memorandum	PIM
Licensed Building Practitioner	LBP
Building Research Association of New Zealand	BRANZ
Environment Canterbury	ECan
New Zealand Building Code	NZBC
Restricted Building Work	RBW

Other information sheets available

Description	Code
Fees and charges	IS-101
Change of use	IS-105
Demolition	IS-106
Effluent disposal and waste water treatment systems	IS-107

Relocating a dwelling / building	IS-109
Transportable buildings	IS-110
Domestic smoke alarm systems for dwellings	IS-111
Accessible facilities	IS-115
Amusement devices and marquees	IS-116
Essential features of a producer statement	IS-122
Exempt building work	IS-123
Building consent conditions	IS-129