**Runcton Holme Parish Council**

**Application for permission to hold an event on Parish Council Land**

|  |  |
| --- | --- |
| Date of Application:  | Name of Event: |
| Location of Event: | Public/Private: |
| Name of Applicant: | On behalf of: |
| Address: | Tel:Alternative Tel:Email: |
| Duration of Event: | Dates start/finish: |
| Daily start time: | Daily finish time: |
| Estimated attendance: | Admission Charges? |
| Marquee to be erected: Yes/No |  |

**Health & Safety. Please state arrangements for provision of the following:**

|  |  |  |  |
| --- | --- | --- | --- |
| First Aid Provision |  |  |  |
| Fire |  |  |  |
| Electrical outlets |  |  |  |
| Toilets |  |  |  |
| Water (Drinking) |  |  |  |
| Showers |  |  |  |
| Chemical Disposal |  |  |  |
| Grey Water Disposal |  |  |  |
| Barbeques |  |  |  |

Rally Marshalls’ Names:

|  |
| --- |
| Insurance\*/Public Liability\* |
| Risk Assessment\* |
| Exemption Certificate (Caravans)\* No. of Caravans: |
| Exemption Certificate (Tents)\* No. of Tents: |

\***Please provide copies of these documents**

|  |  |  |  |
| --- | --- | --- | --- |
| Number of stall holders present | Commercial | Yes | No |
| Charity | Yes | No |

**At the end of the event, all rubbish is to be removed. Any damage to the playing field, or to any fixtures or fittings is to be made good immediately, ruts to be repaired, grass to be re-seeded where necessary and the playing field restored to a safe condition. Please write below/overleaf if you wish to add anything to support your application.**

Signature of applicant/representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name:\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:

**The Parish Council accept no liability for any theft, accident or damage.**

|  |
| --- |
| Additional info: |