

Charlton Kings Parish Council

26 Church Street Church Piece Charlton Kings Cheltenham GL53 8AR

EVENTS ON GRANGE FIELD NOT RUN BY CKPC - APPLICATION FORM FOR HIRERS Agreed at the Full Council meeting on 30th November 2020 - Minute: 155/20/21

Applications to hold events on Grange Field must be submitted using this form no less than 30 days prior to the date of the proposed event. A written response to each application will be provided by the Clerk within two weeks of receipt.

CONTACT NAME	
COMPANY NAME <i>if applicable</i>	
CONTACT PHONE	
CONTACT EMAIL	
WEBSITE <i>if applicable</i>	
DESCRIPTION OF EVENT	
DATE AND TIME OF HIRE:	DATE: START TIME: FINISH TIME:
NUMBER OF PEOPLE EXPECTED TO ATTEND	
WHO IS THE TARGET AUDIENCE FOR YOUR EVENT?	
WILL YOU BE SELLING ALCOHOL? If yes Please give details.	
WILL THERE BE COMMERCIAL TRADERS AT YOUR EVENT? If yes Please give details.	
WILL YOU BE MAKING CHARITABLE COLLECTIONS	

If yes Please give details.	
WILL THERE BE ANY ENTERTAINMENT?	
If yes Please give details.	
WILL THERE BE LOUD OR AMPLIFIED MUSIC?	
If yes Please give details.	
WILL YOU BE SELLING FOOD?	
If yes Please give details.	
WILL YOU BE ERECTING A STRUCTURE?	
If yes Please give details.	
PLEASE GIVE DETAILS OF YOUR PUBLIC LIABILITY INSURANCE	
WILL YOU BE MAKING ANY TRAFFIC MANAGEMENT PROPOSALS?	
If yes Please give details.	
WILL YOU BE PUTTING UP ANY POSTERS OR BANNERS?	
If yes Please give details.	
WHAT ARRANGEMENTS WILL YOU HAVE FOR RECYCLING AND REMOVAL OF LITTER?	
TERMS AND CONDITIONS & HEALTH & SAFETY:	
<i>I confirm that I am the authorised contact for this event and have read and agree to comply with the Terms and Conditions of Hire (attached)</i>	

SIGNED: _____

DATE : _____