

**Request for permission to use public amenities and notification
of events to be held in the City Centres (including 1903 Square,
Upper Trafalgar Street Pedestrian Precinct, Church Steps etc)**

Pursuant to the City Amenity Bylaw (no 226)

SECTION A – APPLICANT’S DETAILS

Name of Event:

Name of Organiser/Applicant:

Contact person during event:

Contact postal address:

Contact email:

Contact Phone(s) including during event:

SECTION B – DESCRIPTION OF ACTIVITY:

Proposed date(s) of event:

Proposed Start and Finish Times:

Alternate postponement date?

How many people are expected to attend this event:

Will there be food or drink? (No alcohol allowed)

Do you need the key to access power?

Please provide a detailed description of the event and its purpose:

Please provide a detailed description and/or attach a visual layout, showing the location of the event, including details of any structures to be used (eg. Marquee, stages, tables and chairs, displays, acrobatic equipment, lights, fences etc). Please be specific (eg 1903 vs Upper Trafalgar area near steps of near museum)

SECTION C – TRAFFIC

Notes:

- Motor Vehicles are prohibited on Upper Trafalgar Street Pedestrian Precinct.
- If the normal flow of traffic (including pedestrians) is altered a Traffic Management Plan might be needed.
- A Temporary Road Closure Application needs to be applied for at least 60 days prior to the event.

Please describe how traffic or pedestrian thoroughfare might be impacted by your event (for example, whether you will need to stop or delay moving traffic on any roads? Whether you will need to close any roads/footpaths? Whether you are using a road for anything other than carrying traffic? Etc.

SECTION D – NOISE

Will the event involve any fireworks or Pyrotechnics? If yes please provide details.

Note: The use of amplified sound on Parks and Open Spaces is controlled up to 55 dB between the hours of 9am and 10pm. This covers lower noise community events such as groups singing, orchestras, speeches with microphones, choirs, acoustic instruments etc. Noise above this volume may require additional assessment and approval. (eg rock bands).

Will your event likely exceed the 55dB? _____ No. _____ Yes. If yes Please provide details (eg equipment to be used, location, wattage, speakers etc).

