



POOLE TOURISM EVENTS APPLICATION

Please complete this form including as much detail as possible. If you have any enquiries please contact the Events Team on 01202.262537

Name of Event

Organisation Applying and Charity number If applicable

Contact Name

Address

Contact no prior to event (daytime) **for duration of event**

Fax No **e-mail**

Area required

Date(s) required

Arrival time **Departure time**

Event start time **Finish time**

Expected number of people attending (see note over page)



LICENSABLE ACTIVITIES

Under the 2003 Licensing Act the following activities require a licence. Please indicate whether your planned event will include any of these activities. If the answer is yes, please provide further information in the box below

	Yes	No
Plays
Films
Live Music
Recorded Music
Performance of Dance
Facilities for making music
Facilities for Dancing

Boxing or wrestling entertainment, late night refreshment, supply of alcohol are not included in the premises licence for the Quay, but still require a license and the organiser would have to apply for a temporary licence from Environment and Consumer Protection Services, Newfields, Stindford Road, Poole, BH17 ONF
Please note that if your proposed event would mean that more than 5000 are expected to attend at any one time you will require a different licence

PLANNED ACTIVITIES

As well as the above listed Licensable Activities, please detail below, other planned activities for your event (continue on a separate sheet of paper if necessary)

Signed.....

Date.....

Name (Print)

Return to Tourism Services, Welcome Centre, The Quay, Poole, BH15 1HJ