

Derry City Walls Event Application Form

Title of event

Areas of walls where event is to be held

Purpose of event

Date	
Start time	
End time	

Permissions Obtained (please tick)			
Northern Ireland Environment Agency	<input type="checkbox"/>	Derry City Council	<input type="checkbox"/>
Police Service of Northern Ireland	<input type="checkbox"/>	Other (please specify below)	<input type="checkbox"/>

Contact details for event managers/co-ordinators

Expected crowd size	
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Risk assessment carried out and attached (please tick)	<input type="checkbox"/>
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Proposals for event management (number of staff etc)

Proposed crowd control measures

Traffic management implications and proposals

Temporary services required (staging etc needed and how it is proposed to be fixed in place)

Insurance arrangements (please attach a copy of your insurance certificate)

Alcohol policy

Proposed methods of promotion

Impacts on residents and businesses not directly involved in the event

Post event clean-up policy

Please include any additional relevant information on separate sheets along with your application.

Following your event a brief post-event report should be submitted to NIEA: Built Heritage.
Completed application forms should be submitted to:

NIEA: Built Heritage
HM Events Applications
Waterman House
5-33 Hill Street
Belfast, BT1 2LA

or

hmenquiries@doeni.gov.uk