

LITTER PICK  
APPLICATION FORM

This Litter Pick Application Form will help you plan your event and meet health and safety requirements.

If you require help completing this form, please contact the Events Team

[events@n-somerset.gov.uk](mailto:events@n-somerset.gov.uk)

01934 427 225

|  |  |
| --- | --- |
| **Event date/s** | Click or tap here to enter text. |
| **Event location** | Click or tap here to enter text. |
| **Event start and finish times** | Click or tap here to enter text. |
| **Name of organisation** | Click or tap here to enter text. |
| **Name of event organiser** | Click or tap here to enter text. |
| **Contact address**  **(including postcode)** | Click or tap here to enter text. |
| **Telephone number** | Click or tap here to enter text. |
| **Mobile number** | Click or tap here to enter text. |
| **Email address** | Click or tap here to enter text. |
| **Website address if applicable** | Click or tap here to enter text. |
| **Name of First Aider at your event** | Click or tap here to enter text. |

**Please ensure that you submit copies of any accident/incident forms to North Somerset Council’s Events Team following your event.**

**EVENT APPLICATION PROCESS**

* Please complete this application form and submit along with a **Risk Assessment** and a copy of your **Public Liability Insurance** (a minimum of £5 million). If you don’t have public liability insurance please contact us as we may be able to help you arrange this cover.
* Once your application has been approved you will receive a **Licence to Occupy** from North Somerset Council – this must kept by the event organiser at the event.

**AGREEMENT**

The following documentation must be included with this application

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| **I have included the following** | | |
| **Document** | **Yes/no** | **Reason if not included** |
| Risk assessment |  | Click or tap here to enter text. |
| Public Liability Insurance certificate  (£5 million minimum) |  | Click or tap here to enter text. |

**I hereby agree to comply with the Terms and Conditions for holding an event on North Somerset Council Land and all reasonable instructions given by all officers of North Somerset Council and representatives of other statutory services.**

|  |  |
| --- | --- |
| **Signed** | Click or tap here to enter text. |
| **Print name** | Click or tap here to enter text. |
| **On behalf of (organisation)** | Click or tap here to enter text. |
| **Date** | Click or tap here to enter text. |

Please send the completed form along with all documentation to

[events@n-somerset.gov.uk](mailto:events@n-somerset.gov.uk)