

Application to Hold an Event



Please note this application does not include access to toilet facilities. The event organisation or members attending are subject to all Park regulations. Penalties apply for non-compliance. Individual Beach Permits are required for all activities involving driving on the beach.

Please return with remittance of \$20 (not cash) to:

Site Supervisor
Belmont Wetlands State Park Trust
e mail: bwspprojects@outlook.com
Ph: 0429 267 234

PO Box 7151 Redhead, NSW 2290

Bank details:

Belmont Wetlands State Park Trust
BSB: 650 300
Acct: 982 460 603

ABN 84 694 658 843

PART A – Details of Applicant and Description of Activity

1. **Name of Applicant**
- Organisation
- ABN
- Is it not-for-profit?

Street Address

Postal Address

Email Address

Telephone (Business)

Telephone (Home)

Telephone (Mobile)

2. **Activity Details**

Activity Title

Person leading event on the day

Name..... Phone.....

Cost charged per head (if applicable) \$.....

Proposed means of promotion.....

Activity Brief Description

Date of initial site assessment

Period for which consent is requested – Dates and Hours

.....

Location of Activity (i.e. where in Park)

.....

Use of Park Facilities (names of walking tracks, roads, carparking)

.....

3. Proposed size of group/groups

People..... Age Groups.....

Vehicles

Horses Other (please detail)

Environmental Impact (expected impact on the environment resulting from the activity)

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Environmental Safeguards (proposed measures for rubbish disposal, sanitary requirements, erosion, fires)

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Potential conflicts with other park users

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.....

Special equipment you propose to use or bring into the park

.....
.....

PART B– Details for Dealing with Emergencies

Details of First Aid Qualifications

.....

Name

Phone.....

Qualification held/Experience

.....

ATTACHMENT CHECKLIST

Item	Y/N/NA
Site Specific Risk Assessment for this event	
Site Specific Emergency Evacuation Plan	
Copy of promotional materials for event	
Insurance certificates of cover current for Public Liability & Workers Compensation Other safety documentation attached	
Cultural site considerations adhered to?	
Access required to areas not usually open to public?	

Office Use Only

Date Received Receipt No. Amount

Issue Consent? Signed

BWSP staff notified if special access to locked gates is required: