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# Countryside Service

**APPLICATION FOR USE OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of site)**

## HEALTH & SAFETY - INFORMATION EXCHANGE

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| --- | --- |
| Name of Organisation / Group: |  |
| Organiser's / Applicant's details: | Name:  Position:  Address:  Telephone:  e-mail: |
| Type of Activity |  |
| Date of Activity |  |
| Time of Activity | Start: Finish: |
| Estimated number of attendees |  |
| Supervisor on day | Name:  Position:  Address:  Telephone on day (mobile):  e-mail: |
| Do you wish/need to exclude other site visitors from the activity area? | Yes / No |
| Will anyone need to bring vehicles on to the site other than car parks? | Yes / No |
| What equipment will be used? |  |
| What arrangements will you make for first aid incidents? |  |

|  |  |
| --- | --- |
| Does your organisation have public liability insurance | Yes / No |
| If so, with which insurer? | Name:  Address:  Telephone:  Policy number:  Policy expiry date:  Amount of cover: £ |
| Facilities / services requested | Countryside service staff involvement Yes / No  (please give details if Yes)  Access through locked gate/barrier Yes / No  (please give details if Yes)  Other facilities/services (please give details) |

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| The Countryside Service provides general risk assessments for activities on our sites; however it is up to the activity organiser to provide specific risk assessments for the activities.  In general the following activities are not acceptable:   * Any activity likely to damage a SSSI * Any activity likely to damage an archaeological or historic environment feature * Any activity that will permanently damage or mark site facilities * Any activity likely to cause prolonged disturbance to other site users not taking part in the activity * Any activity likely to cause prolonged and /or 'out of hours' disturbance to neighbours * Illegal activities * Activities likely to cause offence to core visitors * Campaigning or recruiting by a political party or group * Campaigning by a pressure group * Balloon or "Chinese lantern" releases * Fly posting vehicles * Activities which dominate the site and make it largely inaccessible to other visitors except where the event has obvious benefits to visitors or where there is an overriding financial imperative   In general the following activities are acceptable:   * Socially inclusive activities * Activities promoting healthy living * Activities supporting economic regeneration * Activities to help community safety * Educational activities * Activities relating to countryside recreation * Activities promoting conservation of habitats and features * Activities promoting responsible dog ownership |
| Charges  Any activity that is organised which cannot be considered as informal recreation may be required to pay for use of site. This would include any activity where one or more of the following is involved:   * structures need to be erected * the event requires a booking form or tickets * exclusive use of an area is required * participants are required to pay * the event is advertised * a formal sport activity is occurring * any commercial activity (e.g. professional dog walking; privately led guided walk)   The charge for the use of the sites is variable. The site manager will contact you to confirm any cost before consent is given. |
| There may be an opportunity for joint publicity. If you would like your event to be considered, please tell us why this event would be suitable. |
| I agree to the above terms and conditions as set out, to liaise closely with the designated staff, and to leave the site in a clean and tidy condition.  Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ print name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Position: :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Please return this completed form to: |
| FOR OFFICE USE ONLY I do not consent to the event being proposed above for the following reasons  OR  I consent to the event being proposed above, provided that the following conditions are observed  (delete as applicable)  Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ print name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Position: :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |