

# Gloucester City Council

## APPLICATION FOR HIRE OF THE NORTH QUAY, KINGS SQUARE AND CITY CENTRE AREA FOR PUBLIC EVENTS

LOCATION (Please tick as appropriate box)

NORTH QUAY	<input type="checkbox"/>	KINGS SQUARE	<input type="checkbox"/>
GREYFRIARS	<input type="checkbox"/>	NORTHGATE ST	<input type="checkbox"/>
SOUTHGATE ST	<input type="checkbox"/>	EASTGATE ST	<input type="checkbox"/>
WESTGATE ST	<input type="checkbox"/>	ST ALDATE ST	<input type="checkbox"/>

Date of hire.....to.....

Type of function

Estimate no attending

Name of Applicant

Name of Organisation

Address

Post code

telephone number – day  
- Evening

Signature of Hirer and designation

Date

Please also sign and return the conditions shown on attached sheet

Page 1

### ENGINEERING

Gloucester City Council  
Herbert Warehouse  
The Docks  
Gloucester GL1 2EQ

Tel 01452 396396 (SWB) Fax 01452 396857  
Email [enviro@gloucester.gov.uk](mailto:enviro@gloucester.gov.uk)  
Minicom 01452 396161  
[www.gloucester.gov.uk](http://www.gloucester.gov.uk)



**GLOUCESTER**  
**CITY COUNCIL**

## Continuation of Application for Hire

1. It is the Hirer's responsibility to ensure that all necessary licences are obtained in respect of music being played

**PLEASE NOTE ALL EVENTS MUST BE ALCOHOL FREE**

2. The Hirer is expected to indemnify the council against all damaged that may be caused to the location or adjoining property during the property during the period of hire. The council reserves its right to charge a deposit for certain events that may be used to offset the cost of any damage

3. The Hirer shall indemnify the Council against all loses, claims, demands, actions, proceedings, damages, costs or expenses or other liability arising in any way from the Hirers use of the hired premises

4. The Hirer should visit the site before the event and familiarise themselves with the area

5. The Hiring organisation must have public liability insurance of £5 million, a copy of which must be attached to this form. Insurance cover for smaller events can be discussed with Mrs Beasley Tel 01452 396792

6. The Council reserves the right to refuse any application for hire without providing details of its reasons for such refusal

Signature of Hirer and designation

Date

Please confirm with Loraine Beasley on 01452 396792 the final arrangements and expected numbers attending as soon as possible and at least 2 weeks before the event