



APPLICATION FOR PERMISSION TO HOLD A MARINE LEISURE EVENT

Applicants should refer to *Marine Leisure Events – Guidance for Organisers* when completing this form.

EVENT DETAILS

NAME OF EVENT:			
LOCATION:			
DATE(S):		START/END TIME:	
CHARITY EVENT: (yes or no)		NO OF PARTICIPANTS:	
DESCRIPTION OF EVENT:			

VESSELS

NO OF VESSELS:		NO OF SUPPORT VESSELS:	
TYPE(S) OF VESSELS:			
TYPE(S) OF SUPPORT VESSELS:			

CONTACT DETAILS - note that this should be the person contactable on the day of the event

ORGANISATION NAME:			
CONTACT PERSON:		TEL:	
EMAIL:			

DOCUMENTATION TO BE SUBMITTED WITH APPLICATION

(incomplete applications will not be accepted)

1.	Risk Assessment
2.	Method Statement (or Event Plan)
3.	Communications Plan
4.	Emergency Plan/Procedures
5.	Certificate of Insurance

Completed forms and supporting documentation should be submitted to:

clydemarinemanagers@peelports.com