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Synergy Reference No: NF06613

CONCERT AND LARGE EVENTS APPLICATION FORM

This form must be completed, with all relevant attachments **at least 60 days** prior to event. Return the form to the Environmental Health Section at PO Box 484, ALBANY WA 6331.

It is the applicant's responsibility to ensure compliance with:

- Health (Public Buildings) Regulations 1992;
- Environmental Protection (Noise) Regulations 1997;
- Health (Food Hygiene) Regulations 1993 (if applicable); and
- Security and Related Activities (Control) Regulations 1997.

Penalties could apply should these requirements not be met.

Details of Applicant:

Name:	
Address:	
Phone number:	
Mobile number:	
Fax number:	
Email address:	

Details of Event:

Name:	
Location of Event:	
Phone number at event:	
Date:	
Start Time:	
Finish Time:	
Duration of event:	
Maximum Number of Tickets:	

Event Particulars:

Note: Please list all bands and activities including time and duration of each event including rehearsals. If you need more space, please use a separate sheet.

Rehearsals:	
Start Time:	
Finish Time:	
Band One:	
Start Time:	
Finish Time:	
Band Two:	
Start Time:	
Finish Time:	

Previous Event Experience: (list most recent first)

Concert:	
Concert Location:	
Dates:	
Concert:	
Concert Location:	
Dates:	
Concert:	
Concert Location:	
Dates:	

Security Details:

Security Company:	
Contact Person:	
Address:	
Phone number:	
Mobile number:	
Number of personnel employed for this event:	

Alcohol:

Is alcohol being provided?	
Has approval from Office of Racing, Gaming and Liquor been sought?	

Details of Food Vendors:

(If you require more space please use a separate sheet)

Food Stall One:	
Commercial Operator?	
Types of food to be sold:	
Have they received Food Stalls infopack?	
Food Stall Two:	
Commercial Operator?	
Types of food to be sold:	
Have they received Food Stalls infopack?	
Food Stall Three:	
Commercial Operator?	
Types of food to be sold:	
Have they received Food Stalls infopack?	

On a separate sheet, please provide details (if relevant) of:

- Site plan of event (showing toilet facilities, licensed areas, stages etc);
- First aid facilities;
- Noise management;
- Dust management;
- Evacuation plan;
- Fire-fighting details; and
- Emergency lighting details.

This list is not exhaustive, and should the City of Albany require further information the applicant will be contacted.

**** DISCLAIMER ****

This information sheet is a guide only. Verification with original Local Laws, Acts, Planning Schemes, and other relevant documents is recommended for detailed references. The City of Albany accepts no responsibility for errors or omissions.