APPLICATION FOR AN EVENT   APPENDIX 'A'

NAME OF EVENT	
EVENT NO.	
LOCATION OF EVENT	

NB: If event includes a march / procession / traffic control, include annexure A

DATE (S) OF PROPOSED EVENT				
STATING TIME OF EVENT (FOR EACH DAY)				
DURATION				
EXPECTED NUMBER OF ATTENDEES				

PERSON MAKING APPLICATION	
COMPANY NAME	
DESIGNATION	
TELEPHONE	

BRIEF DESCRIPTION OF THE EVENT	

1. TRAFFIC CONTROL REQUIRED (IF YES, PLEASE PROVIDE DETAIL BELOW	YES	NO

SECTIONS OF ROAD (S)			
TIME (S)			
2. MARQUEES / TENTS		YES	NO
IF YES, PLEASE PROVIDE DETAIL			

3. MUSIC OR PUBLIC ADDRESS OR PA SYSTEM TO BE USED		YES	NO
IF YES, PLEASE PROVIDE DETAIL			

MUSIC OR OTHER	

4. CATERING OR FOOD STALL & NUMBERS	

5. OTHER SERVICES ELECTRICITY	
IF YES, PLEASE PROVIDE DETAIL	
WATER	
IF YES, PLEASE PROVIDE DETAIL	
WASTE REMOVAL	
IF YES, PLEASE PROVIDE DETAIL	
ANY OTHER SPECIAL REQUIREMENTS	

SIGNATURE:	APPLICATION DATE: ……… / ………. / 20…….