

## Appendix "A"

### APPLICATION FOR AN EVENT

Name of Event:					
Event No:					
Location of Event*:					
*NB. If event includes a march/procession, complete Annexure A					
<b>Date/s of Proposed Event</b>	<b>Day 1</b>	<b>Day 2</b>	<b>Day 3</b>	<b>Day 4</b>	<b>Day 5</b>
Start Time of Event (for each day):	Day 1	Day 2	Day 3	Day 4	Day 5
Duration (hours):	Day 1	Day 2	Day 3	Day 4	Day 5
Number of Attendees Expected	Day 1	Day 2	Day 3	Day 4	Day 5
Event Organiser/ Person Making Application					
Company Name:					
Designation:					
Tel:	Cell:		Fax:		
Brief Description Of Event: (please attach additional documents if necessary)					
1. Traffic Control Required? (if yes please provide details below)				Yes	No
Section of Road/s:					
Time:					
2. Marquees / Tents:				Yes	No
If yes please provide details:					

3. Music/Public Address/ Pa System, Etc. To Be Used:		Yes	No
Music / Other. Please provide details:			
4. Catering / Food Stalls:			
• Number Planned:			
• Number With Certificates Of Acceptability:			
5. Other Services		Yes	No
• Electricity			
If yes please provide details:			
• Water		Yes	No
If yes please provide details:			
• Waste Removal		Yes	No
If yes please provide details:			
Any Other Special Requirements			
Signature:		Application Date:	