

Firework and Bonfire Event Voluntary Registration Scheme

Application Form



Please provide the information about your event, along with a site plan. The site plan can form part of other documents you submit with the application. If you do not submit all the documents listed on page two your application will be returned without being assessed.

This information should be returned no later than six weeks before the event is planned.

Use Adobe Acrobat reader to fill in the form online or print off, fill in and send back to Bolsover District Council, Joint Environmental Health Service, The Arc, High Street, Clowne S43 4JY
Email: environmentalhealthadmin@bolsover.gov.uk

EVENT DETAILS

Name of the event:

Site address:

Proposed date:

Event times: from

to

Numbers expected:

Name of organiser:

Email of organiser:

Home/business address:

Contact number:

Contact number (on the night of the event):

Named chief marshal:

Form completed by:

Date:

Please note: This is a generic document intended to assist the event organiser/s consider the general issues relevant to an event. It is not comprehensive and the level of detail the organisers will need to consider will depend on the nature, scope and scale of the event.

Using your personal information: For more information on how we use personal information please go to our privacy statement on our website www.bolsover.gov.uk or ask a member of staff.

OFFICE USE ONLY

INSPECTED BY

SITE VISIT DATE

DATE SATISFACTORY

APPROVED BY

REQUIRED DOCUMENTS

Document list

1. Site plan:

Make sure your site is large enough for the event.

- Use the CBI guidance document, 'Giving your own firework display - How to run and fire it safely' to make sure you include all the required information and measurements requested on the site plan

The blank site plan should be completed using the checklists on the guidance booklet to help make sure you provide enough information for us to access your application. A freehand sketch of your site is suitable providing the measurements (in metres) are reasonably accurate.

2. Public Liability Insurance:

Please provide a copy of your current Public Liability insurance certificate for the event.

- Check that both bonfire & firework displays are included in your insurance.

Policy No:

Does your insurance policy require you to notify the Fire Service? Yes No

3. Fire risk assessment as per the regulatory reform (Fire Safety) Order 2005.

4. Event management plan (see the guidance notes for more information)

5. Firework storage

The storage of fireworks in excess of 14 days requires a licence.

- Does this apply to your event? Yes No
- If yes, have you contacted Trading Standards for a licence? Yes No
- Please provide a copy of the licence

Disclaimer

Given the current Coronavirus pandemic Bolsover District Council and Derbyshire Fire & Rescue cannot accept any responsibility for the subsequent cancellation of any event, or for any other reason beyond our control. As a result of the exercise of this Bolsover District Council and Derbyshire Fire and Rescue will not incur any liability for any cancellation.

Bolsover District Council and Derbyshire Fire and Rescue will also not be held liable for any other consequential loss or expenses incurred by any party either directly or indirectly resulting from such cancellation or prohibition.

The Event Organiser shall take out and maintain public liability insurance in the sum of £5,000,000 (five million) and indemnify the Council against all actions, claims, damages, costs, demands and expenses in respect of loss of or damage to goods or death, injury to persons howsoever occurring or caused, which may be brought or awarded against, suffered, sustained or incurred against the Event Organiser.

SITE PLAN

This is the site plan for:

To be held on:

Please draw your plan here (or if filling in online, insert a jpg).



We speak your language

Polish

Mówimy Twoim językiem

Slovak

Rozprávame Vaším jazykom

Chinese

我们会说你的语言

If you require this publication in
large print or another format
please call us on **01246 242424**