

Public Event SAG Notification Form

This Notification Form should be detached and completed (in BLOCK CAPITALS) by the person who is responsible for Event Planning. It should be submitted in plenty of time to ensure that the Safety Advisory Group can provide as much advice and information as possible.

DATE OF EVENT: Sunday 30th August – Monday 31st August

TYPE OF EVENT: Rowing Regatta

EVENT ORGANISER:

NAME: Tim Davies

ADDRESS: C/O Ross Rowing Club

Rope Walk

Ross-on-Wye

POST CODE: HR9 7BU

DAYTIME TEL NO: 07785 246721

Location/Address of Event: (Please give all addresses if more than one location)

Venue Owner & Address

Venue Address / Telephone Number

LOCATION AT ROSS ROWING CLUB. ADDRESS AS ABOVE

SAFETY ADVISOR TIM DAVIES

Herefordshire Safety Advisory Group - Notification Form (Page 2)

Is your event being held indoors? NO

Attendance expected: 1000 competitors

Number Attending: 1000 or two days

Age Range of those attending: 12yrs to 75 yrs competitors

0yrs to 80 yrs spectators

Time of Event (Start and Finish): 08:00 to 18:00

Are you charging for admission: Competitors + parking charge

HEALTH & SAFETY

Have you carried out a risk assessment for your event? YES

(It will help us greatly if you enclose a copy with your notification form along with an Evacuation Plan and a Grid marked Site Plan – if appropriate).

Name and Address of the nominated **Event Safety Officer**

Tim Davies
Causeway Cottage
Much Marcle
Herefordshire
HR8 2LY

DAYTIME TEL NO: 07785 246721

Is your event going to serve alcohol? YES

Is your event going to have entertainment? YES

Is your event going to serve food? YES

Is your event going to have music or dancing? YES

Complete and return this form to:

Herefordshire Council, Licensing Services, 8 St Owen Street, Hereford, HR1 2PJ

so that your event is entered onto our Events Register