



Fermanagh & Omagh
District Council
Comhairle Ceantair
Fhear Manach agus na hÓmaí

Castle Park Leisure Centre
1 Killypaddy Road, Lisoneill,
Lisnaskea, Co Fermanagh BT92 0JJ

SPECIAL EVENT APPLICATION FORM

Name of Group/Organisation/Body _____

Name & Address of person responsible for event _____

Contact Telephone No: _____ E-Mail Address: _____

Has a Risk Assessment being carried out for the event?
(attach copy to form)

*Delete as necessary, (If so please

| Area required | From Day/Date | To Day/Date | Times including set up/clear away |
|---------------|---------------|-------------|-----------------------------------|
| | | | |
| | | | |
| | | | |

Equipment required? Eg, P.A. System, tables, chairs etc.

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Conditions of Hire:

- Evidence of insurance cover indemnifying Fermanagh District Council in respect of public liability must be produced. Depending on the event you may also have to supply a copy of your organisation's Child Protection Policy.
- A minimum of 7 days' notice of cancellation is required otherwise the full amount owed becomes payable.
- The hirer must not sell edible goods, confectionery or similar items to those on sale at the Centre.

I enclose a non-returnable deposit of £ _____ for the above booking. (Cheques to be made payable to 'Fermanagh & Omagh District Council')

Signed: Name: (Print)

DATA PROTECTION

Under the Data Protection Act, Fermanagh & Omagh District Council has a legal duty to protect any information we collect about you. The information which you give to the Council will be used for the purpose of your booking only. It will not be divulged to third parties unless we are legally obliged to do so or you have requested us to pass on information to others to assist in your booking.