

ASTON CLINTON PARISH COUNCIL

Aston Clinton Park

Event Application Form

Aston Clinton Parish Council welcomes events in Aston Clinton Park.

- To give the Council the best possible understanding of your event, please fill out this form with as much accurate information as possible.
- Please tick this box to confirm that you consent to Aston Clinton Parish Council processing the data supplied on this form. **Please tick to give consent**

To find out more about how Aston Clinton Parish Council processes your data, please find our Privacy Notice [here](#)

Event Details:

- **Event Name:**
- **Event Description:**
- **Event Date:**
- **Event Time:**
- **Expected Number of Attendees: (Please Tick)**
 - Up to 50 people
 - 51-499 people
 - 500-1000 people (Please note separate Licensing and Safety Advisory Group forms are required)
 - Over 1000 people (Please note separate Licensing and Safety Advisory Group forms are required)
- **Will there be an attendance fee for this event?** Yes No

Event Organizer Details:

- **Name of Organization or Individual:**
- **Contact Person:**
- **Contact Email:**
- **Contact Phone Number:**
- **Address:**

Event Location

- Please illustrate the map below to indicate where in the park that the event will be. Include as much detail as possible.
- If a larger copy of the map is required, please reach out to assistantclerk@astonclinton.org
- Unfortunately, the area in red is unable to be booked for events due to prior terms with ACFC.



Event Requirements:

- **Food and Beverage Services:**
- **Waste Management Plan:**
- **Security and Safety Measures:**
- **Insurance Coverage:**

Additional Information:

- **Parking:**
- **Noise Levels:**
- **Public Access:**
- **Gazebos/Temporary Structures:** [If present, read, sign and return [Risk Assessment](#)]
- **For events involving the sale of Alcohol or providing Regulated Entertainment, separate [Licensing](#) is required.**
- **For events with over 500 people, [Safety Advisory Group](#) forms are required.**

Declaration: I declare that all the information provided in this application is accurate and complete to the best of my knowledge. I understand that approval for this event is subject to review and compliance with Aston Clinton Parish Council's policies and regulations.

Please tick to confirm

Signature:

Date:

Submission Instructions:

Please submit this completed form to assistantclerk@astonclinton.org or to Aston Clinton Parish Council Office, Aston Clinton Park, HP22 5HL no later than 6 weeks prior to the planned event date.

You will be contacted regarding the status of your event application following the next Council or Facilities Committee Meeting.