



Penrith Town Council

Please return to:

Unit 1, Church House, 19-24 Friargate, Penrith, Cumbria, CA11 7XR
Tel: 01768 899 773

Email: scmanager@penrithtowncouncil.co.uk

Website: www.penrithtowncouncil.co.uk

APPLICATION TO HIRE THE BANDSTAND

Before completing this form, please read the Bandstand Hire Policy

Please fill in ALL sections

DETAILS OF YOUR ORGANISATION

Name:	
Organiser/secretary details:	Invoice to be sent to:
Name:	Name:
Address:	Address:
Postcode:	Postcode:
Telephone:	Telephone:
Mobile:	Mobile:
Email:	Email:

ORGANISATION STATUS

How best would you describe the status of your organisation: (Please ✓)

Community Organisation		Charity	
Private Business		Individual	

For charities please provide your Registered Charity Number

TYPE OF EVENT

What type of event is this: (Please ✓)

Charity / Community		Non-Commercial		Commercial	
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EVENT DETAILS

Name of Event			
Date of Event		Day of Event	
Time to enter the bandstand		Time to vacate the bandstand	

Time the event is open to the public	From		To	
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Please state the exact nature and purpose of using the Bandstand?

Will you require access to electricity? (please ✓)

Yes

No

Declaration

Signed:

Print Name:

Position in Organisation:

Date:

Supporting Documentation

Before Penrith Town Council can give permission to use the Cornmarket Bandstand, the following information and documentation should be submitted with your application (where appropriate):

Risk Assessment

Copy of Public Liability Insurance Certificate

Event Plan

