



NORTH WALSHAM TOWN COUNCIL

Use of Market Cross Application Form

Organiser: _____

Nature of Use: _____

Date/Days: _____ Times: _____

Risk Assessments, insurance documents and methods statements in place **YES/NO** (if **YES** please attach)
NO when will these be available ? _____

Once the use of the Market Cross is approved, local traders and residents must be notified prior to event

Please Note: It is NOT the responsibility of the Town Council to clear up after an activity/event

The NWTC **General Privacy Statement** explains how we use your personal data, store it securely and how you can exercise your rights. All data will be destroyed in line with our **Retention & Disposal Policy**

Terms and Conditions

1. The Organiser shall take out adequate Public Liability insurance cover of at least £5 million, and Employer's Liability insurance cover of £5 million fully indemnifying the Council against accidents or injury to third parties and/or damage to third party property.
2. A fire extinguisher appropriate to the activity should be on site during the event
3. The Market Cross **MUST** be left in a tidy condition after the activity, free from litter and other rubbish
4. Any advertising **MUST** be removed after the activity has ended
5. The Town Council reserves the right to stop the activity if these terms and conditions, are not followed

Signed: _____ Date: _____

Email: _____ Phone: _____

*Please return form to – Office 4, Cedar House, 3 New Road, North Walsham, NR28 9DE or email to -
info@northwalsham-tc.gov.uk*

FOR OFFICE USE

Approved YES/NO

Meeting & Date: _____