



BOOKING NO: _____

STREET COLLECTION PERMIT: _____

Bracknell Town Council

Brooke House, High Street, Bracknell RG12 1LL
 Tel: 01344 420079 E-mail: enquiries@bracknelltowncouncil.gov.uk

APPLICATION TO USE THE BANDSTAND, HIGH STREET, BRACKNELL

The Bandstand may be booked for use in connection with the provision of entertainment and fund-raising activities for local organisations and charities, and for promotional work. Users must live or be based within the Bracknell Town area. *Please seek guidance if you are not certain if your intended use is permitted (see regulations below).*

NAME OF ORGANISATION

NAME & ADDRESS OF ORGANISER
 (person in charge on the day)

POSTCODE

TEL NO Home: Mobile

E-MAIL

DETAILS OF INTENDED ACTIVITY

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DATE and TIME REQUIRED

SIGNATURE

The following regulations apply to any use of the Bandstand and are deemed to be accepted upon signing this Application Form:

1. All organisations wishing to fundraise either by collection or sales must be in possession of a Street Collection Permit for the date booked (see Guidelines for Bandstand Users).
2. Any one organisation may only be granted a maximum of two bookings per year.
3. (a) No clothes new or second-hand may be sold from the Bandstand.
 (b) Goods must not be placed on the surrounding highway.
 (c) Goods must be displayed, no cardboard boxes please.
 (d) No alcohol can be offered as prizes.
4. All rubbish arising out of the use of the Bandstand must be removed from the Town Centre and proper arrangements made for its disposal. The Town Centre litter bins and / or bulk skips in the Service Yards must not be used for this purpose.
5. If music is to form part of the activity this must be indicated in this application and discussed with Town Council staff when booking. Volume must be kept at a reasonable level so that adjacent shops are not unduly disturbed.
6. A permit must be obtained from the Administration Department, Bracknell Forest Borough Council at Time Square, Market Street, Bracknell, RG12 1JD if you wish to bring a vehicle to the Bandstand for loading / unloading.

The Town Council reserves the right to request a booked user to move their activity to another suitable venue within the Town Centre (which will be allocated by the Town Centre Manager) if the Bandstand is required for a promotional event / activity for the Town Council or Town Centre.