Douglas

Douglas Borough Council

Concessions Booking Form

To be considered for a pitch at a Douglas Borough Council event, please complete this pitch booking form and return to events@douglas.gov.im

Alternatively the form can be posted to Miss K J Rice, Chief Executive, Douglas Borough Council, Douglas Town Hall, IM99 1AD

Activity/Event

Name of business/individual

Registered Charity Number
(if applicable)

Address

Contact Number

Contact e-mail address

Contact name and
number on day of event

Details/description
of business

Please provide the
dimensions of your unit(s)

Do you hold relevant insurance to trade in a public space?
(Please attach a copy of your certificate to this form if yes)   ☐ Yes   ☐ No   ☐ Not applicable

Catering Concessions Only
Do you hold relevant food hygiene certificates and is your
mobile food premises registered with the Department   ☐ Yes   ☐ No   ☐ Not applicable
of Environment, Food and Agriculture?

Note that all equipment must comply with and be operated to the appropriate industry standards and regulations
Please provide copies of any relevant certification or regulatory licences.

Funfair, Leisure and Amusement Equipment Only
The Council requires that all funfair, leisure and amusement equipment holds an Amusement Device Inspection Procedures Scheme (ADIPS) certificate or equivalent certification to demonstrate that the equipment has been inspected and approved for use.

Please provide the ADIPS registration number for the equipment

If the equipment is certified for use under an alternative scheme to ADIPS, please provide details here and provide a copy of the certification documents.

Have you undertaken a risk assessment of your activity or operation ☐ Yes ☐ No

Please provide a copy of your risk assessment.

I certify that all information provided is correct and accurate.

Signature _____   Date __ / __ / __

Print name _____

For official use

Insurance certificate received and checked ☐

Certification/Licences received and checked ☐

Risk Assessment received and checked ☐

Comments	
Approved	
Signed	
Print name	
Date	