

## **The Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 The Roads Traffic Regulation (Northern Ireland) 1997 Order**

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**Application for Holding a Special Event on a Public Road**  
**Applications must be made a minimum of 12 weeks before the event.**

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**Please read the enclosed Guidance notes before completing this form.**

\* The application form must be completed in **BLOCK LETTERS** using **BLACK INK** \*

### **Section 1 of 3 - Applicant Details**

Name of applicant \_\_SAINTFIELD DEVELOPMENT  
ASSOCIATION\_\_\_\_\_

Name of contact (if different from above) \_DENIS  
CONN\_\_\_\_\_

Role of applicant and/or contact \_EVENYS\_COMMITTEE  
MEMBER\_\_\_\_\_

Confirm you have authority to act on behalf of the ASSOCIATION YES

Address of applicant and/or contact \_\_26 BALLYNAHINCH ROAD, SAINTFIELD, COUNTY  
DOWN\_\_\_\_\_

Post code \_\_BT24

7AQ\_\_\_\_\_

Telephone

No \_02897510930\_\_\_\_\_

Emergency/Contact telephone No

\_07967151527\_\_\_\_\_

E-mail

address \_conn963@btinternet.com\_\_\_\_\_

### **Section 2 of 3 - Event Details**

Name of event CHRISTMAS FAIR MAIN STREET

SAINTFIELD

Purpose and nature of event ANNUAL CHRIST

FAIR

Fee: [ ] Large Event - £600.00 [ ] Small Event - £400.00 [ X ] Voluntary/ Charitable  
/Not for Profit Organisation  
(advertising costs only)

Name of road(s) on which event is to be held: MAIN STREET SAINTFIELD FROM  
ROUNDAABOUT AT FORK BALLYNAHINCH ROAD/ LISBURN ROAD, TO JUNCTION OF  
BELFAST/ CROSSGAR ROAD. TO INCLUDE SQUARE ( COMBER STREET )AND  
DOWNPATRICK STREET TO JUNCTION WITH CAR PARK.

Roads to be closed MAIN STREET SAINTFIELD FROM ROUNDAABOUT AT FORK  
BALLYNAHINCH ROAD/ LISBURN ROAD, TO JUNCTION OF BELFAST / CROSSGAR ROAD.  
TO INCLUDE SQUARE ( COMBER STREET ) AND DOWNPATRICK STREET TO JUNCTION  
WITH CAR PARK.

Date(s) of the event FRIDAY 7TH DECEMBER

2018.

Time of event - from 18.00 pm until 21.30 pm

Roads to be restricted in use AS INDICATED AT " ROADS TO BE CLOSED ",  
above.

Type of restriction (full road closure/lane restriction(s)/ prohibition of certain types of  
vehicles/footway closure etc) FULL ROAD

CLOSURE

Date(s) of the restriction FRIDAY 7TH DECEMBER 2018

Time of restriction - from 18.00 pm until 21.30 pm

Have you enclosed your signing schedule and list? NO

Have you enclosed your insurance? NO

Has this event been held previously? YES

ANNUALLY

If yes, are the arrangements applied for amended in any way? NO

Please give details CHRISTMAS FAIR HAS BEEN HELD ANNUALLY FOR MANY  
YEARS.

Please provide details of any structures or other equipment that you plan to erect or place on the public road \_\_STALL HOLDERS, TABLES, GAZEBOS, STAGE , GAMES, INFLATABLE ENTERTAINMENT FOR CHILDREN, POLICE AND FIRE SERVICE VEHICLES

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Please give details of any businesses, including bus services and residents which may be affected by the event and provide confirmation that you have contacted them \_TRADERS, SHOPS, BUSINESSES ON MAIN STREET INFORMED. BUS SERVICES AND RESIDENTS INFORMED.

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Please give any more detail which you feel you need to add\_TRAFFIC MANAGEMENT PLAN, RISK ASSESSMENT FORM, PLAN/ MAP SHOWING AREA TO BE CLOSED, PUBLIC LIABILITY INSURANCE TO BE SUBMITTED WHEN ACQUIRED.

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**Section 3 of 3 - Declaration and Signature**

I confirm that we have read and understand the standard conditions that accompanied this application form, and understand that the Council may apply any or all of the conditions as it feels necessary.

- Information provided as part of this application may be disclosed in response to a request under the Freedom of Information Act 2000 or the Environmental Information Regulations 2004.
- The Council to which you are submitting this application form, collects data for the purposes of the management and application of the Roads Act. The data may also be passed onto other related Government Agencies and to other Council Departments, to facilitate Statutory Requirements, Service Level Agreement of or similar purposes.
- Newry, Mourne and Down District Council collects the Data on this Form for the purpose of Administering Road Closures under The Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 and The Roads Traffic Regulation (Northern Ireland) 1997 Order. The Data Collected on this Form will be shared with the relevant Council Departments, the Police Service of NI and the NI Fire and Rescue Service for the purposing of administering the permit under the Data Protection Act 1998

The Council's privacy notice can be accessed via our website [www.newrymouredown.org/privacy-policy](http://www.newrymouredown.org/privacy-policy)

Ticking this box indicates that you have read and understood the above declaration.

DENIS CONN	<b>Official Use Only</b>
D.CONN	Date Received
2ND SEPTEMBER 2018	Receipt No
	(£)

## Standard Terms and Conditions

The Applicant may be requested to: