

Road Closure Application Form - Filming Neighbourhoods, Regeneration and Sustainability



Applicant details (This must be the person responsible for the activities)

Title:..... Full Name:.....

Company / Organisation name:.....

Address:.....

Postcode:.....

Tel No:..... E mail:.....

Activity details

Location of Activity (A map must be included):.....

Dates of Activity:.....

Times of Activity:.....

Description of Filming Activity:.....

UNDER NO CIRCUMSTANCES SHOULD YOU ATTEMPT TO RESTRICT A ROAD, FOOTWAY OR PAVEMENT WITHOUT LAWFUL APPROVAL FROM GLASGOW CITY COUNCIL, NEIGHBOURHOODS, REGENERATION AND SUSTAINABILITY, EVENTS SECTION.

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Application Check list

Please ensure that all items applicable have been filled in on this application and that the following further information has been enclosed: -

- A location drawing including Traffic Management plans
- A copy of your Public Liability Insurance certificate
- Confirmation that you have contacted the properties that will be affected by the activity (notification letter and distribution plan attached)
- Confirmation that you will cover associated GCC costs (TTRO, parking loss etc) Purchase Order or Cheque must be supplied
- Copy of stewarding plan with stewards tasks
- Copy of a signed risk assessment

Declaration:

I declare that I have obtained all the permission required to carry out this activity and any associated activities in a safe and controlled manner. I have enclosed copies of the above information for the council to keep and hold on record. I understand that I am responsible for administering the activity and the associated activities as well as any associated costs and indemnify Glasgow City Council against all claims and have enclosed a copy of our Public Liability Insurance certificate to a minimum sum of £5 million pounds. I declare that I have consulted and discussed this activity with those likely to be affected and agree to provide, within reason, access to any properties that may be affected by my activity. I understand that I will have to provide the safety and security of the site. If permission is granted I agree to comply with the conditions set out in this form and all responsible instructions given by Glasgow City Council. I also understand that any damage caused to the road network, including street furniture, as a result of this activity will be paid for by us. This includes organisations invited by us to work on the film. I have read and understand the conditions set out in this form and agree to adhere to all responsibilities and duties required by Glasgow City Council.

Print Name: - Sign Name: -

Date: Position held: (ie location manager)

Further information can be found on the Glasgow City Council Document - Holding An Event on the Road

Email completed form to: lesevents@glasgow.gov.uk