



# NORTH SHORE CITY COUNCIL

## Picnics / Barbeques Application Form



(For Picnics / Barbeques on Parks, Reserves and Beaches)

1. Name of Organiser: \_\_\_\_\_
2. Name of Organisation: \_\_\_\_\_
3. Postal Address: \_\_\_\_\_
4. Phone Number: (day) \_\_\_\_\_ (night) \_\_\_\_\_ (mobile) \_\_\_\_\_  
Fax Number: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_
5. Contact on the Day: (name) \_\_\_\_\_ (mobile) \_\_\_\_\_
6. Venue (name): \_\_\_\_\_ Ward: \_\_\_\_\_  
*(A site plan of the picnic / barbeque area is required with this application.)*
7. Date of Event: \_\_\_\_\_  
Starting Time: \_\_\_\_\_ Finishing Time: \_\_\_\_\_
8. Number of Participants: \_\_\_\_\_

### **STRUCTURES AND EQUIPMENT**

- Free-Standing Gazebos (no sides)      Yes     No     How Many \_\_\_\_\_    What Size \_\_\_\_\_
- Tents      Yes     No     How Many \_\_\_\_\_    What Size \_\_\_\_\_  
*(Tents require Community Board approval)*
- Carnival Amusements      Yes     No     Specify \_\_\_\_\_  
*(Carnival Amusements require Community Board approval)*
- Is vehicle access required in the reserve?    Yes     No     Specify \_\_\_\_\_
- Associated Activities \_\_\_\_\_  
*(eg: games/barbeque etc.)*

I am/We are familiar and agree with the listed conditions.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return Application to:      Events, City Promotion & Tourism Dept  
North Shore City Council  
Private Bag 93500  
Takapuna  
North Shore City

Fax: 486 8500

## **CONDITIONS**

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1. All picnic/barbeque applications shall be lodged with North Shore City Council's Parks Department. All applications requiring Community Board approval shall be lodged at least six weeks prior to the picnic/barbeque.
2. The Parks Department shall be responsible for ensuring that there are no conflicts with other events.
3. No specific areas on parks can be reserved for exclusive use.
4. Portable gas barbecues only permitted.
5. The sale of alcohol is prohibited.
6. The applicant shall be responsible for all event management including traffic and security.
7. The applicant shall be responsible for ensuring the provisions of the Health and Safety in Employment Act 1992 are complied with.
8. Conditions will be attached to letter of confirmation.
9. Any event will comply with Council Bylaws, appropriate Park Management Plan and District Plan.

### **SITE PLAN:**

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