



Car boot sale application form

(for joint applications please complete one form only)

ADUR & WORTHING
COUNCILS

Are you applying for:

Adur Recreation Ground	Broadwater Green
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Details of the Lead Organisation

Name of Charity	
Charity number	
Contact name	
Contact details for website if different	
Phone number(s)	
E-mail address	
Treasurer's name and address for the invoice	
Postcode	
Bank details <i>(Account name, sort code, account number) for any refunds</i>	

Details of your Partner Organisation (if applicable)

Name of Charity	
Contact name	
Contact email address	
Treasurer's name and address for the invoice	
Postcode	
Bank details <i>(Account name, sort code account number) for any refunds</i>	

For Joint Applications only

Please tell us how you wish to be invoiced for the fee and deposit, ie to the lead organisation or split between the lead organisation and the partner organisation

Preferred date(s) between April and September

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Services

	Yes	No
Do you hold Public Liability Insurance of £5 million? If yes, please enclose a copy of the policy with this form		
Risk Assessment attached		

Note: Adur Recreation Ground and Broadwater Green

Adur Recreation Ground: in line with covenants placed on the land when it was originally gifted to Adur District Council, priority is given to charities registered at an address in Shoreham-by-Sea, then to charities registered at an address within Adur District.

For Broadwater Green: charities should be registered at an address in Worthing.

Fees for land hire and deposit

Fees for 2023:

Adur Recreation Ground: £580.00

Broadwater Green: £415.00

Note: A refundable damage deposit of £300 is also charged

Return completed application form to

Email events@adur-worthing.gov.uk or send to: Place and Economy Team, Adur & Worthing Councils, Town Hall, Chapel Road, Worthing, BN11 1HA. Tel 01903 221070

GDPR Privacy notice

Adur & Worthing Councils are committed to collecting, using and protecting your personal data appropriately. Data is collected in this case, in order to process your application for the hire of land in Adur or Worthing. By completing this form you are agreeing to the Councils privacy policy which can be found on the main Adur & Worthing Councils' website at

www.adur-worthing.gov.uk/privacy-notice

Data Protection Act 1998 Declaration

The data on this form is collected and held in a database on a computer and paper records for administration purposes.

Note: An application is not confirmation of a booking. The Council reserves the right to refuse or cancel any booking without question and will not be subject to any losses that occur from cancellation.

I confirm that I have read and accepted the Conditions of Hire. I confirm that the information provided is correct and I apply for permission to hold the event described on Adur District Council or Worthing Borough Council land. If my application is accepted, I agree to pay any fees charged by the Council and adhere to any other requirements which are notified to me by the Council prior to the commencement of the event. In addition, I agree to inform the Council of any changes to the application form.

Signed <i>(if returning via email a signature is not required as long as the form is sent by the person name above)</i>	
Name <i>(in block Capitals)</i>	
Position	
Date	

