



# ROSS-ON-WYE TOWN COUNCIL

The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL  
Phone: 01989 562373 Fax: 01989 565478 Email: [admin@rosstc-herefordshire.gov.uk](mailto:admin@rosstc-herefordshire.gov.uk)

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## Application for use of the Bandstand

Please complete the attached form and return it to the above address.

### Important information.

- The Bandstand is situated by the Caroline Symonds Gardens in Wye Street opposite the Riverside Inn.
- It is available to bands and organisations on application to the Ross Town Council. The Council may charge a deposit which will be refunded subject to the Bandstand being left undamaged, and in a clean and tidy state.
- Applicants must complete the enclosed form and return it to the Lettings Officer at the above address.
- Applicants must agree to the letting conditions enclosed.
- Where additional licences and / or insurances are required (e.g. Public Liability, Alcohol or Events Licences), copies of the certificates must be supplied before the event can take place.
- No electricity is supplied - should a user require electricity he or she is responsible for providing his or her own generator.
- Please note that the nearby toilets are closed in the evenings. Herefordshire Council are responsible for these toilets and any application to have them open should be made directly to them, well in advance.
- The bandstand is kept locked when not in use - it is the responsibility of the user to contact the Town Council (either by email or telephone - weekdays 9.30am to 1.00pm) a few days before their booking to arrange for it to be unlocked.

### **Enclosures:**

Application Form

Letting Conditions



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## THE BANDSTAND

### BOOKING FORM



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 Phone: 01989 562373 Fax: 01989 565478 Email: [admin@rosstc-herefordshire.gov.uk](mailto:admin@rosstc-herefordshire.gov.uk)

Please complete this form and return it to the above address.

Date required	Time (including setting up and removal)	Start End	Actual time of event	Start End	
Contact Name		Name of Organisation/Band			
Email Address		Telephone No. Mobile No.			
Postal Address					
Are you applying as (please tick as appropriate)	An individual or individuals	A limited company	A recognised club or society	A charity	Other (what)
Purpose for which bandstand is to be used (please tick as appropriate)	Recorded music	Live music Amplified Yes / no	Plays	Exhibition	Other (please describe)
Details of any additional activities organised, e.g. stalls, catering outlets, bouncy castles					
Any further information relevant to this application					

I have read and agree to abide by the Lettings Conditions for the Bandstand.

Signed \_\_\_\_\_ Date \_\_\_\_\_

A copy your Public Liability Insurance Certificate will be required. You must ensure all other necessary licences, permissions and insurance are in place. Evidence may be required by the Town Clerk before final confirmation of the booking can be given.

Office use—Please leave blank					