



Meath Civil Defence Application for Civil Defence Services

Applicant/Organisation Name	<input type="text"/>		
Telephone/Contact Numbers	<input type="text"/>	Mobile Number	<input type="text"/>
Email Address	<input type="text"/>		
Event Name	<input type="text"/>	Date of Event	<input type="text"/>
Nature of Event: <i>Please tick which one is relevant:</i>	Venue <input type="text"/>		
Sports <input type="checkbox"/>	Field Day <input type="checkbox"/>	Other <input type="checkbox"/>	_____
Concert <input type="checkbox"/>	Community <input type="checkbox"/>	Is your event being run for the benefit of a registered charity	
Festival <input type="checkbox"/>	Water Based <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Name of Charity: _____			

Please Note: For events on the public road the Gardai ***must be informed***. The Gardai are solely responsible for any event in public areas & direction of traffic & crowd control etc. The Gardaí may request Civil Defence assistance if such is required – if you have been in contact with the Gardai please indicate the name of the Garda and the Station informed.

Name of Garda	<input type="text"/>
Name and number of Garda Station	<input type="text"/>

All Duties

Type of Assistance Required	<input type="text"/>		
Start Time	<input type="text"/>	End Time	<input type="text"/>
Number of Personnel required	<input type="text"/>	Number of Vehicles required	<input type="text"/>

First Aid Duty

Number of First aid Personnel requested if different to above	<input type="text"/>		
Is an Ambulance Required?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Contact Person on Site	<input type="text"/>	Mobile Number	<input type="text"/>
Designated location for First Aid / Ambulance	<input type="text"/>		
Will a Doctor be available?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Name of Doctor	<input type="text"/>	Mobile No	<input type="text"/>

Catering arrangements for Civil Defence Personnel

Please note: Duties of 3 hours or more must include a light meal (e.g. Tea/coffee or soup and sandwiches), duties of 5 hrs. + a more substantial meal is required to be provided by the organisers of the event for the volunteers.

Event Safety Plan and Insurance *MUST* be current and in place and may be requested for inspection by Meath Civil Defence on the day.

Insurance Policy in place	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Safety Plan for the event in place	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>

- I agree to indemnify Meath County Council and Civil Defence against any claims for loss or damage resulting from involvement in this event and I understand that in the event of Civil Defence Service committed to this activity being required for an ***Emergency Situation*** elsewhere service may be withdrawn without notice.
- If Meath Civil Defence believes the Event is not being organised as required in the detailed plans or if the basic requirements are not being adhered to operate the event in a safe environment, the Meath Civil Defence volunteers will withdraw their services immediately.
- I/We agree to mention Meath Civil Defence in all publicity associated with this event.
- On behalf of the above organisation I wish to make formal application for Civil Defence Assistance as per the details outlined above.

Signed **Date**

- Please submit fully completed form at least **21 days prior to your event** to the

**Civil Defence Officer
Meath County Council
County Hall,
Navan,
Co. Meath.**

**Tel: 046-9097214
Fax: 046-9097001
e-mail: mfitzsimon@meathcoco.ie**

For office use: