

**Recreational Activities – Commercial Application Form for Parks**

**Applicant’s Details**

Please provide the following details of the person and company responsible for the activity.

<b>Applicant /Company Name</b>	
<b>Address</b>	
<b>Telephone</b>	
<b>Applicant /Company Email</b>	
<b>Applicant /Company Website</b>	
<b>Date</b>	

**Description of the Activity**

Provide clear details of the proposed activity (if necessary please attach additional information).


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The following locations may be applied for on the application.

Site No.	Description
Site No. 1	Blackrock Park, Blackrock
Site No. 2	Cabinteely Park, Cabinteely
Site No. 3	Kilbogget Park, Ballybrack
Site No. 4	Killiney Hill Park, Killiney
Site No. 5	Marlay Park, Rathfarnham
Site No. 6	Shanganagh Park, Shankill
Site No. 7	Ballawley Park, Dundrum
Site No. 8	Carysfort Park, Blackrock
Site No. 9	Deer Park, Mt Merrion
Site No. 10	Dillons Park, Dalkey
Site No. 11	Gallops Open Space, Ballyogan
Site No. 12	Leopardstown Heights, Leopardstown
Site No. 13	Loreto Park, Nutgrove
Site No. 14	Newtownsmith Open space, Sandycove, Dun Laoghaire
Site No. 15	Patrick Doyle Road Open space, Milltown
Site No. 16	Rockfield Park, Blackrock
Site No. 17	Shanganagh Cliffs, Shankill
Site No. 18	Stillorgan Heath Open space, Stillorgan
Site No. 19	Thomastown Park, Sallynoggin
Site No. 20	Other (please specify)

Please complete the table below for each requested location, or attach a timetable if the space below is not adequate:

Site No.	Day/s	Class Time (start/finish)	Start Date	End Date	Number of weeks

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### Booking Fee/ License Fee

Fee of **€20.00** (plus VAT) per hour applies.

Quarterly license **€150.00** (3 months, 1 site) plus VAT

Alternatively an **annual** license fee of **€450.00** (12 months, 1 site) plus VAT

### Public Liability Insurance

**The County Council shall not be responsible for any property, goods or equipment of any kind deposited or left in any part of the area of operation and shall not be responsible for any loss, damage or injury arising from the licensee's actions.**

Each successful applicant **must** submit evidence of Public Liability Insurance cover; the level of indemnity to be not less than **€6.5 million** in respect of any one incident and **Dun Laoghaire-Rathdown County Council must be specifically indemnified.**

Employers Liability of **€13 million** is also required where organisations are employing people to facilitate classes.

### General Conditions

- Agreed fee and evidence of insurance must be submitted prior to commencement of classes.
- The maximum group/class size is 20 participants.
- Posters or advertisements of any nature are **not** permitted on DLRCC property, e.g. trees, lamp posts, open space etc.
- The **permit holder/ licensee** shall comply with the requirements and directions of the County Council in relation to their recreational activities.
- The permit holder/ licensee shall be responsible for ensuring that there is no disruption to the other users of the park/open space in question.
- The area of operation should be confined to a defined area and not spread out over the general site. However it may be necessary to relocate if required by Parks staff.
- The positioning of any equipment should also be agreed with the Parks Superintendent's office.
- The permit holder/ licensee shall be responsible for complete stewarding of the activity to the satisfaction of the Council and for ensuring that no anti-social behaviour takes place on the site.
- Any damage to the site, which may occur, will be the responsibility of the applicant. Any costs for reinstatement of the ground will be charged to the permit holder/ licensee.
- No temporary lighting is permitted for activities on public open space/ park areas
- Any litter generated by the group should be removed from the park/open space.
- Playing pitches should not be used for holding running/ exercise/ boot camp style classes.
- Parks and open spaces are unavailable during wind weather alerts (yellow/orange/red).
- A **permit/license** will be issued authorising the use of the park/open space at the times agreed. This must be available to produce to Parks staff if so requested.
- The County Council may revoke permission/ license if the site is required for other purposes.
- Full possession of the site to be returned to the Council on the expiry of the agreed period.
- Licences are not transferrable.

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<b>APPLICANT STATEMENT</b>	I have completed all relevant sections of this application form and have the relevant insurance incorporating the required indemnity provisions as set out in the Permissions Document. Furthermore, I confirm that all information provided is truthful and accurate.
<b>Applicant /Company Name</b>	
Signature:	
Name (Printed):	
Position:	
Date:	

**Applications should be sent to:**

Parks Section  
 Dun Laoghaire-Rathdown County Council  
 Marine Road, Dun Laoghaire  
 Co. Dublin

Telephone: 01 205 4700 Email: [info@dlrcoco.ie](mailto:info@dlrcoco.ie)