

APPLICATION FOR A CHARITY EVENT

booking@sustrust.co.uk

General Provisions for All Booked Charity Events

- 1) Crenver Grove will remain open to the public during any privately booked commercial events.
- 2) Bookings for daytime events may be for a length of time agreed in advance. Evening events (after 5pm) may be booked for a maximum of 3 hours.
- 3) The layby at the site cannot be reserved for parking. You should maximise vehicle sharing. If your group is likely to need more than seven cars you are advised to hire a minibus or coach.
- 4) All events are subject to the attached Terms and Conditions and Health and Safety Risk Assessment (see advisory checklist). You are advised to consider getting appropriate insurance to cover their event.
- 5) Please make sure you to leave no trace behind of your visit.

Please enquire about our requirements if your event will include more than 20 people

A donation towards the upkeep of the woods would be welcome

Name:

As 'Hirer' I wish to apply for permission to hold a [State event purpose]:

at Crenver Grove as follows:

Date:

Start time:

End time:

Total no. of people:

I DO / DO NOT require further information as indicated on the H&S Checklist

I HAVE READ the requirements above and the Terms and Conditions for Private Access, and I AGREE that I and my guests will abide by them and the attached Health and Safety Risk Assessment.

Signed:

Dated:

Address:

Phone: (day)
(evening)

Email address:

Sustrust bank account 165810 20784112

Donation by BACS – please use this method

£

Your bank details so we know it's from you –

Sort code

A/c no.

or donation by cheque payable to Sustrust – if you really must pay this way £

Please complete this form and send it with your signed H&S risk assessment to Sustrust, c/o Lin Lovekin, Bohallee, Wheal Vor, Breage, Helston, TR13 9NW

Please ensure that you include evidence to show that you have current and adequate insurance to cover your event.

Sustrust GENERAL TERMS AND CONDITIONS FOR PRIVATE ACCESS

By signing the application form the Hirer agrees to these terms and conditions.

Sustrust will not be held responsible for any damage to the site or to any adjacent property or injury to the Hirer or his/her guests or damage to their belongings or to any third party property or persons as a consequence of the Hirer's event. The Hirer indemnifies Sustrust and any third party against any such claims arising from such damage or injury.

There is no public right of access to Crenver Grove or to adjacent land. All arrangements for any private access must be agreed in advance with Sustrust or their representative. Sustrust only grants permission for private commercial events subject to payment of the appropriate fee(s) and adherence to the following conditions designed to safeguard the special interest of the site and the safety and enjoyment of other users.

1. Planning your event

- The Hirer and any other event organisers and their guests must be made aware that the Site is preserved in a natural condition with uneven ground and other possible hazards.
- The Hirer must carry out a health and safety risk assessment of the proposed event and minimise any risks that may arise, taking account both of the site conditions and the nature of the event/activities.
 - Parking can cause serious congestion: the number of vehicles brought should be minimised.
- There is no mains water supply or electrical power supply at the site. Generators may only be used with the prior agreement of Sustrust.
- There are no toilet facilities at the site.
- It is the Hirer's responsibility to arrive promptly and to finish by the agreed time.

2. Protecting the special interest of the site

- The site is a cherished woodland.
- To minimise the risk of damage, no equipment may be attached to any trees.
- No fires may be lit except in locations approved by Sustrust in advance.
- No plants or flowers growing at the Site are to be dug up.

3. Enjoying your visit and maintaining the site in a condition for others to enjoy

- Eating and drinking is permitted provided all remains are bagged and taken away.
- Photography or filming is permitted for purely private use, but any commercial use of photography or filming is subject to advance consent from Sustrust who may impose an extra fee and conditions.

Dogs are permitted at the site with their owners, but must be kept under control and all dog excrement must be bagged and removed from the site.
- Hirers must leave the site in a safe and tidy condition and report any damage however caused. Sustrust reserves the right to charge the Hirer the cost of any remedial action and a nuisance payment.

4. General conditions

- Sustrust reserves the right to ask the Hirer and his/her guests to vacate the site immediately without refund if these Terms and Conditions are breached.
- While all requests for a private commercial event on the dates and times requested will be given due consideration, Sustrust reserves its right to refuse admission to any individual or group without explanation.
- While Sustrust will make every effort to meet the requirements of the Hirer, Sustrust reserves the right to cancel the booking, in which case fees will be refunded but no other costs incurred.