**WEDDING CEREMONY**

**APPLICATION**

Please submit your completed application to confirm your booking of reserve or public space **4 weeks prior** to your ceremony. Please complete Event Application for Wedding Reception. Applications can be emailed to cdo@dandaragan.wa.gov.au

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| **1. CONTACT DETAILS**  |
| Contact Person: |  |
| Mobile Number: |  |
| Email Address: |  |

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| **2. WEDDING DETAILS** |
| Wedding Name: |  |
| Wedding Date/Time: | Start: |  | Finish: |  |
| Set up Time: | From: |  |
| Pack up Time: | From: |  |
| Name of Reserve requested: |  |
| Estimated Attendance: |  |

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| **3. EQUIPMENT**  |
| Equipment you will be bringing onto the reserve: | Tables Yes: Number: | Chairs Yes: Number: | PA/Music system Yes:Number: | Marquee Yes: Number: |
| Other, please specify:  |  |

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| **4. HEALTH SERVICE REQUIREMENTS**  |
| Are you consuming alcohol/BYO at the ceremony?  |  Yes:  |  No:  |
| Will there be any temporary structures or seating erected, such as fencing, marquees, staging, tables, arbour etc.?*Note you may need to provide structural certification* |   Yes:  No:  |  Specify: |
| What arrangements are made for parking of the wedding cars? |  Describe:  |

**Site Map – Location Purposes (Google Maps)**

A google maps satellite picture of your ceremony is required as a separate attachment. Please clearly outline where marquees will be pegged, the area your ceremony will cover, placement of PA system etc.

**Site Plan – Layout Purposes**

A detailed layout of the ceremony is to be included with your application. Please ensure the following is indicated on the map (if applicable). You permit will not be issued without a detailed site plan.

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| * Stages or Marquees
 | * Seating
 | * Location and number of toilet facilities
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| * Other infrastructure
 | * Exits (including widths)
 | * Any other facilities relevant to your event
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| * Parking areas
 | * Site signage
 | * Electricity cables
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| * Fenced off areas
 | * Lighting
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