



APPLICATION FORM FOR YOGA, FITNESS AND BOOTCAMP CLASSES & SIMILAR ACTIVITIES

An application must be made to the Operations Department by any individual/group wishing to use Fingal County Council land for the purposes of Yoga, Fitness or Bootcamp Classes or similar activities.

Public Liability Insurance

Each applicant must submit evidence of Public Liability & Product Liability Insurance cover; the level of indemnity to be not less than **€6.5 million** in respect of any one incident. Employers Liability of **€13 million** is also required where individuals/companies are employing people.

Fingal County Council must be specifically indemnified and named on the policy.

Timelines

Fully completed Applications for Yoga, Fitness & Bootcamp Classes will be accepted no less than 10 working days prior to the date of event / activity.

If the information is incomplete or the applicant wishes to make changes after the form has been submitted, more time will be required to process the application.

Invoicing

To enable us to submit an invoice, please submit completed Supplier Set Up Form. An invoice will be issued for an approved event / activity and must be paid in full, prior to the permit being issued and the event / activity taking place.

Fees

A non-refundable administration fee will be payable. The fee will vary depending on the amount of weeks applied for (subject to a minimum fee of €100 excl. VAT)

Event / Activity Summary			
Location requested			
Dates / Times	Date(s)	Start Time	Finish Time
(PLEASE SEE APPENDIX 1 FOR ADDITIONAL ROWS)			
Description of event/activity			
Please detail what equipment will be used			

Organiser Details	
Name of Organisation (If applicable)	
Organiser	
Tel No / Mobile No*	
Email*	
Contact Address (including eircode)*	
If the organiser will not be in attendance, please provide contact details for a co-ordinator for the Event:	

Usage Details	
Number of people expected to attend?	
Will there be a sponsor / promotion attached?*	
*If yes, please provide details	
Will amplification be used?	

Once this application has been submitted, no additional items may be included without the prior consent of the Operations Department.

*** Mandatory Fields applications will not be accepted without valid contact information.**

Terms and Conditions

Permission for the use of a Fingal County Council Park/Beach for the purpose of Yoga, Fitness & Bootcamp Classes is issued on the understanding that the activity that takes place is as stated on the application form submitted and that the applicant will abide by the following Terms and Conditions.

- FCC Regional Parks and Open Spaces Bye-Laws must be strictly adhered to. A person who contravenes a provision of these bye-laws shall be guilty of an offence and shall be liable on summary conviction to a fine not exceeding €1,300.
- The booking period includes setup and clear up times / dates.
- Bookings are not transferable to any other group or individual, either permanently or temporarily.
- The hirer shall be liable for any damage to the park or property during the period of the booking.
- The applicant must follow the instructions of parks staff at all times.
- The display, on the Council property e.g. trees, railings, lamp posts, pitches, green space, etc. of notices or advertisements other than those specifically authorised by the Council, is prohibited.
- Event organisers must comply with *Children First: National Guidance for the Protection and Welfare of Children* where applicable, when working with children/young people.
- No refunds are available for "bad weather", it may be possible to reschedule bookings subject to availability.
- The Operations Department will identify an area where the fitness classes are to be carried out and must be strictly adhered to at all times (or as otherwise agreed with the area inspector, if necessary). **The Council may close any designated area, if in its opinion, the area is not fit for use or due to weather conditions at the time.**
- The Area Inspector will have absolute say if classes can go ahead in such circumstances and will decide if an alternative location can be used. This must be agreed with them in advance of classes.
- Any litter / waste generated by the group should be removed from the location and disposed of appropriately.
- The applicant should not allow any act or thing, which is or is likely to be or become a nuisance, danger or source of annoyance, inconvenience or disturbance to other users of the park/beach or occupiers of neighbouring premises.
- A permit will be issued authorising the use of Fingal land. This should be available on request for inspection by the Area Inspector.
- If there are any breaches of the terms and conditions attached to the permission, in any location, only one written warning will be given and thereafter permission to use all areas will be withdrawn.
- Use of any amplification, is at the discretion of the Operations Department – where amplification is approved, noise levels should be kept to a minimum so as not to disrupt other park/beach users or residents.
- Failure to comply with any of the prevailing Government/Health Authority advice and guidelines and the conditions set out by the Council will result in the permit being withdrawn
- These conditions are subject to change at the discretion of the Council.

Please address all correspondence to:

Fingal County Council Operations Department, Grove Road, Blanchardstown, Dublin D15W638.

Phone: (01) 890 5000

Email:

Balbriggan/Swords Operational Area: BalSwoOpArea@fingal.ie

Howth/Malahide Operational Area: HowMalOpArea@fingal.ie

Castleknock/Mulhuddart Operational Area: CasMulOpArea@fingal.ie

Acceptance of Terms and Conditions

Print name

Signature

Position in organisation

Date

Privacy Notice

All information requested is for the sole purpose of processing your application. We do not collect personal information for commercial marketing or distribution to private organisations. It may be necessary from time to time to pass your contact information on to trusted third parties in order to assist with the processing of your application, such as our statutory agency partners, e.g. An Garda Síochána.

Access to any non-public personal information that you provide will be restricted to only those employees who need to know that information to process your application.

It is our policy to retain collected information for a five-year period after which your information will be disposed of securely.

[Contact our Data Protection Officer on data.officer@fingal.ie](mailto:data.officer@fingal.ie)

Regional Parks & Open Space Bye Laws

<https://www.fingal.ie/council/service/parks-and-open-spaces-by-laws-and-strategies>

Children First: National Guidance for the Protection and Welfare of Children

https://www.tusla.ie/uploads/content/Children_First_National_Guidance_2017.pdf

APPENDIX 1 – ADDITIONAL DATES & TIMES

Date(s)	Start Time	Finish Time