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| --- | --- |
|  | Falkirk Council Licensing UnitFoundry4 Central ParkCentral BoulevardLarbertFK5 4RUTelephone: 01324 501575E- mail: licensing@falkirk.gov.uk |

**Civic Government (Scotland) Act 1982**

**Application for the erection and use of a Raised Structure**

1. All questions must be answered. If you are providing an email address this should be done in the required format for sending an email.
2. A location plan giving exact location of proposed raised structure must be submitted with this application.
3. A detailed plan of the proposed raised structure drawn accurately to a scale of not less than 1:100 must be submitted with this application together with elevations and cross sections
4. A drawing of the stage area in which PA equipment is to be located must be submitted
5. A design certificate or calculations demonstrating that the proposed raised structure is fit for purpose may be required with this application.

**SECTION 1**

**Question 1**

|  |  |
| --- | --- |
| Application Number |  |

**SECTION 2**

**Question 2**

Name, address, and contact details of applicant.

|  |  |
| --- | --- |
| (a) Full Name |  |
| (b) Full Address (including postcode) |  |
| (c) E-mail Address |  |
| (d) Mobile Telephone Number |  |
| (e) Home Telephone Number |  |
| (f) Works Telephone Number |  |

**SECTION 3**

**Question 3**

Address and location of raised structure.

A location plan giving exact location of structure requires to be submitted with application.

**Question 4**

Title and brief description of event.

**Question 5**

Description of raised structure and how this will be utilised (stage, seating, exhibition display area, office area etc?)

**Question 6**

Give details of the ground conditions where the structure will be sited.

**Question 7**

Give details of any ballast required and what type?

**Question 8**

|  |  |
| --- | --- |
| How will access be controlled to the raised structure?(Performers, Free Public access or stewarded or guests by invitation only?) |  |

**Question 9**

|  |  |
| --- | --- |
| What is the maximum load bearing capacity of the raised structure? |  |

**Question 10**

|  |  |
| --- | --- |
| How many individuals will be on stage at any one time? |  |

**Question 11**

|  |  |
| --- | --- |
| Are you intending to use a PA system to be located on the stage? | YES/NO |

If so please supply details and drawings advising how this will be secured.

**Question 12**

Duration of time when the raised structure will be erected

(Including erection and dismantling time)

|  |  |
| --- | --- |
| From |  |
| To |  |
| Number of Days |  |

**Question 13**

|  |  |
| --- | --- |
| Date(s) of actual event |  |

**Question 14**

Date and time raised structure will be available for final inspection prior to use.

Date:

Time:

I/We hereby make application for permission to erect a raised structure in the above terms and certify that the information given is truce and correct.

I/We understand that the raised structure must not be used until such times as **permission to use** is issued by the Director of Development Services.

Signature of applicant/agent:

Date:

Address of agent (if not already specified on form) …………………………………………

……………………………………………………………………………………………………..

**This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form within this authority for the prevention and detection of fraud.  It may also share this information with other bodies administering public funds solely for these purposes.**

Your privacy is important to us. You can find out how we deal with your personal information here <http://www.falkirk.gov.uk/privacy/law-licensing/licensing/>