

Big Lunch Parties

Please note that we would like to capture all events taking place within the borough and would like anyone planning to host a Big Lunch Party or Park Event on either 1st or 2nd of June 2024 to complete this application form, we do need to know if this is a private or public event.

Do you have the agreement with your affected neighbours: YES NO

We require at least 70% of your neighbours to consent with your event and proof of this is to be submitted with your application form. For Park events in residential areas please ensure that the neighbours nearby are aware of the event.

About you

Name of organiser:	
Home Address:	
Post Code (must be submitted):	
Telephone:	
Email:	

About the party

Date of party: (Select only one) 1st June 2nd June

Start time:

Finish time:

Where is the party taking place:

- In the Street
 Council Land (*permission from the council may be required for council estates*)
 Park
 Other

Please specify below:

Is the party:

- Private
 Open to public
 Other

If 'Other' please specify:

Expected number of people:

Will the event involve:

- Fireworks/pyrotechnics
 Live music/disco
 Staging/scaffolding/temporary structure
 Public address system

Food and drink

Will there be alcohol on sale:

Will there be food for sale:

Type of catering:

- No catering
 Self-catering
 Professional catering

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Names and contact details of professional caterers:	
Roads and parking	
Do you require a street to be closed:	
Name of street with post code:	
Do you require a whole street to be closed:	YES <input type="checkbox"/> NO <input type="checkbox"/>
Please provide the property door numbers or junction details of the section of road you require to be closed	From: To:
Time From:	
Time To:	
Have you made arrangements for cars to be moved from the closed street?	
Will you be using official traffic management signs:	
How will you be managing the road closure:	
Publicity	
The council may publish details of events in the borough. Would you like your event to be included:	YES <input type="checkbox"/> NO <input type="checkbox"/>
Would you like The Mayor / Deputy Mayor to attend your big Lunch- Yes / No	
If yes please note we will inform you if your party has been selected for a mayoral visit.	

This form does not automatically authorise an event.

We will contact you either to request additional information, or to confirm whether or not your event can go ahead.

To help you have a safe and happy event this information is required to ensure our resources are properly coordinated. Details will be shared with the emergency service and other departments within the council.

Please return to: Parties@croydon.gov.uk