



Community Event Status Application Form

Annually the Millennium Stadium, Cardiff invites applications from community and youth groups, amateur sporting clubs, charities and organisations to host a community benefiting event at the stadium.

Please note that profit making events are not accepted.

Fifteen (15) events will be granted Community Status each year. If granted Community Status the applicable spaces required to hold the event at the Millennium Stadium will be offered with no hire charge. All costs incurred will be payable by the organiser. The Millennium Stadium will use reasonable endeavours to highlight foreseeable costs prior to the event.

For an event to be considered for Community Status the form attached must be filled in and returned to Carrie Phillips at the address below or by email to communityevents@millenniumstadium.com by 28th February 2009.

Once received, the applications will be assessed by the Board of Directors on the information provided, to ensure requests satisfy the criteria and spirit of Community Events, as well as the feasibility of hosting the event at the Millennium Stadium.

The Boards decision will be final.

The Millennium Stadium may receive more applications than can be satisfied by the provision, it is therefore possible for a proposal to be unsuccessful even if it meets the criteria of a Community Event.

The successful applicants will be notified in writing and a date confirmed. Unsuccessful applicants will be notified in writing and details kept on file in reserve if a space becomes available.

Please note that abseils, zip glides, bungee jumps and any other activity that involves the roof of the Stadium are no longer permitted.

Millennium Stadium reserves the right to postpone a Community Event if the proposed date conflicts with negotiations to secure a significant profitable event at the Stadium.

Please sign below to show that you have read and understood the above guidelines and return this sheet with the application:

.....

Application Form

Name of Organisation

.....

Registered / Invoice Address

.....

.....

.....

.....

Contact Name

.....

Telephone Number

.....

Fax number

.....

Email Address

.....

Aims of the Organisation

.....

.....

.....

.....

Event Details:

Proposed Date

.....

Proposed Times

.....

Type of Event

.....

.....

.....

.....

Purpose of Event

.....
.....
.....

Anticipated Community Benefits

.....
.....
.....

Anticipated Numbers Attending

.....

Entrance Policy

.....
.....
.....

Details of the Management of the Event and the provision of trained supervisory and medical personnel

.....
.....
.....

Which areas will be required for use at the Millennium Stadium

.....
.....
.....

Catering Requirements (Please note all catering must be undertaken by our in house caterers Letheby and Christopher)

.....
.....
.....

Parking Requirements (limited space only)

.....

Electrical Requirements

.....
.....
.....

Outline the publicity plan which will be in place to promote the event

.....
.....
.....
.....

Additional Information

.....
.....
.....
.....