

Public Liability Insurance

Revised July 2018

Entertainment Licensing - Guidance note

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An application for an entertainments licence must be accompanied by the Declaration of Public Liability Insurance as set out on the reverse of this guidance.

The applicant must complete Part 1 first and then it must be given to your insurance company/broker for them to complete and endorse Part 2 of the form, before returning it to us.

The form must be completed and returned within 28 days of making your application.

Note

As set out in the Local Government (Miscellaneous Provisions) Northern Ireland Order 1985 Belfast City Council requires that a valid and adequate policy of public liability insurance must be held in respect of premises providing entertainment.

Any such policy must be valid and effective throughout the operational period of the licence and any such further period during which entertainment is provided pending renewal of the entertainments licence. Those licensees who have not had a new licence issued at the date of expiry but who continue to provide entertainment pending a renewal will be required to produce an insurance policy covering any intervening period.

The name of the insured must be the same as that of the applicant or licensee or must otherwise specifically state that such person is insured in respect of Public Liability Risks (death or injury) arising from or consequential to the provision of entertainment on the identified premises.

Belfast City Council hereby reserves the right to make any relevant enquiries regarding the existence of valid and adequate insurance from insurance companies and brokers.

(Please keep a copy of the completed declaration on the reverse of this form for reference purposes)



Belfast
City Council

Declaration of Public Liability Insurance

Part 1

To be completed by the APPLICANT before forwarding to the insurance broker.

I (applicant) _____

As the (please tick)

- Owner Club secretary Partner
- Director (please specify company name) _____
- Other (please specify) _____

Of (home/business address) _____

Hold an Entertainments Licence granted by Belfast City Council to provide the following entertainment listed below at the premises known as and situated at _____

Type of entertainment applied for (please tick)

- Public discos (If 'Yes' - please provide details below)
- A circus
- Dancing, singing or music or any other entertainment of a like kind
- Theatrical performance
- Any entertainment which consists of, or includes, any public contest, match, exhibition or display of boxing, wrestling, judo, karate or any similar sport; billiards, pool, snooker or other similar games
- Machines for entertainment or amusement
- Equipment for playing billiards, pool, snooker or similar games
- Outdoor musical entertainment

If public discos are being held, please provide details of frequency, capacity & duration of entertainment, whether entertainment is provided with or without charge and if the entertainment provided is likely to cause special risks:

Part 2

To be completed by the INSURANCE COMPANY/BROKER

We hereby confirm that we have read the declaration in Part 1 and further confirm there is, in force, a policy insuring the applicant in respect of any liability which may be incurred by him in respect of the death of, or bodily injury to, any person on or about the premise which is being used for entertainment purposes as indicated above.

Current Insurer: _____

Effective Dates: From: _____ To: _____

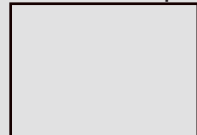
Current Limit of Indemnity: _____ Policy No: _____

Restrictive endorsements (if any): (please specify copy of policy conditions)




Name (please print): _____ Signed: _____

For and on behalf of: _____ Date: _____

Official Stamp



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