

# Event Permit – Wedding Kaitoke Regional Park

**N.B: This application MUST BE RECEIVED 15 WORKING DAYS PRIOR TO THE WEDDING. If it is lodged less than 15 working days, then a \$250 Urgent Fee will apply and is to be paid to the ranger or to head office.**

Location site of wedding within the park: \_\_\_\_\_

Names: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Pack in time: \_\_\_\_\_

Finish time: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

1. The Council land is to remain open to the public at all times.

### Health and Safety

2. The safety of all users is the responsibility of the Permit Holder who must ensure that all rules and regulations of the Health and Safety in Employment Act, 1992 and any approved code of practice or regulations made under this Act and relevant to the activities are complied with.
3. The Council takes no responsibility for the loss or damage suffered by the Permit Holder during the period of its occupation of the Council land.

### Managing impacts

4. The use of any type of paint marker, permanent or non permanent, is **not allowed**, including on vegetation, ground, soil, structures or elsewhere within the park unless previously discussed with and agreed to by the Council.
5. All gates must be left as they are found (shut or open).
6. Vehicle access to gated off areas is not allowed unless it has been previously discussed with and agreed to by the Park Ranger.
7. Light no fires unless it has been previously discussed with and agreed to by the Park Ranger.
8. The collection of all human waste, rubbish and litter resulting from the use of the location is the responsibility of the Permit Holder.
9. All damage to or loss of Council property is the responsibility of the Permit Holder, who is liable to pay all amounts as a result of such damage or loss to the Council (or as the Council directs) and to do any other thing necessary to make good such damage or loss.

10. Should the Permit Holder require the services of Council staff which goes beyond reasonable Council land management responsibilities, the Council will charge the Permit Holder at the rate of \$50 per hour (GST inclusive) per person, or \$80 per hour (GST inclusive) if a Council vehicle is required.

### **Compliance with regulations**

11. The Greater Wellington Parks, Forests and Reserves Bylaws shall be complied with.

12. All appropriate consents, licenses and permits required for the entry and conducting of the wedding and compliance with all other relevant regulations are the responsibility of the Permit Holder.

### **Payment of fees**

13. The Permit Holder is to pay to the Council, at least two weeks in advance of entry. Payment is to go into account number **06-0582-0104781-00** Annotation KRP Wedding

### **General**

14. Five (5) working days prior to entry onto the location, the Permit Holder shall reconfirm with the Park Ranger details of the wedding. The activities of the Permit Holder shall be limited to those activities approved by the Council. Any proposed variation to the approved activities must be submitted to the Council and its approval obtained.

Dated this \_\_\_\_\_ Day of \_\_\_\_\_ 20 \_\_\_\_\_

**Signed by the Principal Ranger**

**Signed on behalf of the Permit Holder**

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### **Contact Us:**

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