|  |  |  |
| --- | --- | --- |
| **Works Reference**  **Number** [Incl. Prefix] or |  | Environment & Sustainable Transport  Network Management  **Sec 16(A) Special Event Order Application** |
|  |  |  |
| **Submission Date** |  |  |
| **Event Application**  **Date** | [DD-MM-YYYY]    [DD-MM-YYYY] |  |

**Applicants Details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Applicant Name:**  (May appear in notice) |  | **Contact Number:**  (may appear in notice/order) |  |
| **Company Name:**  (May appear in notice) |  | | |
| **Company Address:** |  | | |
| **On Behalf of:**  (May appear in notice) | If works are for a statutory organisation, name them here | | |
| **Invoice Address:**  **(if different to above)** |  | | |

In making this application the applicant named above:

1. Agrees to pay the charge associated with the restriction as set out below
2. Agrees to fulfil the Standard Conditions as set out in the guidance.
3. Recognises that the Council may impose Additional Conditions specific to this particular application.

|  |  |  |
| --- | --- | --- |
| **Type of Restriction:** | Restriction  Specify, Closure, Weight, Height, Speed, Parking etc. | **Special Event Order** |
| **Name/ Description**  **of Event:** |  | |
| **Justification for Restriction:** | Must identify why the restriction is necessary | |

**Reason for Restriction - Location of Restriction (please enter all road or add separate list)**

|  |  |  |
| --- | --- | --- |
| **Road Name/Descriptor** | text | text |
| **Locality** | text | text |
| **Town + Postcode** | text | text |
| **USRN from NSG** | number (If unknown to be supplied by H/A) | number (If unknown to be supplied by H/A) |

**Extent of Restriction [A Plan must be provided on Form LBN TR-1 Part 2]**

|  |  |  |
| --- | --- | --- |
| **Description of Extent** | [see plan attached] | |
| **Emergency Vehicle Access Provisions** | | [free Text] |
| **Pedestrian Access Provision**  [Check 1 box only] | Pedestrian access to all properties within the restriction will be maintained along defined routes throughout the period of closure.  Pedestrian access to all properties within the restriction and access through the restriction will be maintained along defined routes throughout the period of closure. | |

**Period[s] of restriction to be imposed**

|  |  |  |  |
| --- | --- | --- | --- |
| **Start Date** | **Start Time** | **End Date** | **End Time** |
|  | : |  | : |

**Please ensure a copy of the Event Management Plan and any Traffic Management drawings are attached with the application**

Cost of Sec 16 (A) Special Event Order = £5,050.00 plus advertising costs

**Please ensure applications are emailed to** [**TrafficOrderApplications@newham.gov.uk**](mailto:TrafficOrderApplications@newham.gov.uk)

**Payment can be made via Credit Card or BACs payment on receipt of pro-forma invoice. Event cannot be started without a valid Order being issued unless by prior agreement.**

**Please allow a minimum of 10 weeks’ notice for orders in order to get the application processed correctly.**

PN/Mar2024