Event Risk Assessment Form

Event Name:		Date:		Venue:	

Activity / Area of Concern	Hazards Identified	Persons at Risk	Risk Factor (High, medium or low)	Actions to be Taken to Minimize each Risk	Notes
Boxes, signs, tables, displays on pavement – trip hazard					
Gazebo, table not secured correctly – personal injury					
Litter and pollution from your stall					
Excessive Noise					
Trailing bunting or flags					
Cars unloading/loading					

I hereby confirm that I will fully comply with this Event Risk Assessment and agree to obtain all the necessary permission and licences required.

Name of person completing Risk Assessment (printed) .....

Organisation: ..... Position: .....

Signature: ..... Date: .....