

Northern Ireland Water

Public Recreation and Access

Activity Licence Application



Please read NI Water's Public Recreation and Access Guidance Document to assist in completing this application.

Activity Licence Application

The following application serves as my request to use NI Water facilities. I have read and understand the rules governing the usage of these facilities and acknowledge that submission of this application serves as agreement to abide by these rules. I understand that the application process may take up to 6 weeks and should I publicise the event or activity prior to receipt of approval from NI Water, I do so at my own risk. I understand that submission of this request and agreement does not constitute approval of facility usage for the proposed activity and the event or activity must not start until I have received email approval from NI Water.

Applicant Information	
Full name of person in charge:	
Address:	
Postcode:	
Tel:	
Mobile:	
Email:	
Alternative contact person:	
Tel:	
Mobile:	
Email:	
Event Details	
Location: <i>NI Water Public Accessible Site, Reservoir or Lands. Please provide grid reference(s).</i> A marked map should be submitted with this application clearly showing routes, access points, marshal/medic location(s) and any other relevant information.	
Date of proposed event:	
Start time:	
End time:	
Name of Event/Activity:	
Organisation Name:	

Event Details continued	
Description of Event/Activity:	
Estimated number of participants:	Adults: Children: Volunteers/Marshalls:
Do you require vehicular access: <i>(Vehicular access is for access beyond public parking areas).</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes please state why vehicular access required:	
Impact on Drinking Water Quality	
If boats/canoes are being used, will they be sterilised before entering the water?	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide details:
Will any machinery or motors be used on the water or surrounding land?	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide details:

Insurance	
<p><i>Insurance required:</i></p> <ul style="list-style-type: none"> • Cover of at least £10,000,000 (ten million pounds sterling) • From an insurance company with a Credit Rating of atleast A- from A M Best or equivalent • That lists the name of the organiser / organisation • That includes indemnity to NI Water • Lists NI Water as an event partner only • The Organisers must be named within the Insurance Certificate/Schedule. In addition, the Insurance Certificate/Schedule must provide indemnity to NI Water and waiver of subrogation against NI Water. 	
<p>Do you give a commitment to provide proof of insurance within the pre-stated timescales?</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
<p>Signature of Person in Charge:</p>	
<p>Date:</p>	
Standard Form of Indemnity	
<p>Where an application for the use of NI Water land or body of water for recreation has been approved it is subject to acceptance of the standard agreement below. Where the standard agreement proves unacceptable to the club, a more detailed agreement may be used for more complex activities or events.</p> <p>Please read and sign:</p> <p>Name of Organising Group hereafter referred to as 'the Organisers'.</p> <p>In consideration of Northern Ireland Water ("NIW") permitting the Organisers to enter NIW property at:</p> <p> <input type="text"/> on <input type="text"/> </p> <p> from <input type="text"/> hrs to <input type="text"/> hrs </p> <p>The Organisers hereby indemnify NIW from all claims, demands, cost, actions and proceedings in respect of loss of life or personal injury unless caused by NIW's negligence or damage to property which may arise by reason of or in consequence of the said entry onto NIW property.</p> <p>The Organisers also agree to pay the cost of making good all damage done or occasioned by reason of the exercise by the Organisers of the said right of entry onto NIW property.</p> <p>The question of assessment of the damage is to be in NIW's sole discretion.</p> <p>Without prejudice to the above the Organisers hereby accepts that supervision of the group shall at all times remain the responsibility of the Organisers.</p>	
<p>Signature of Person in Charge:</p>	
<p>PRINT NAME:</p>	
<p>Date:</p>	

Reservoir Access Form (only for applications to access water at reservoirs)

Please read and sign:

I of

(hereafter referred to as 'the Organisers') agree that, in consideration of Northern Ireland Water Ltd (NIW) granting the Organisers permission to access NIW's land or water at

Reservoir for the purposes outlined in the application, the Organisers will keep NIW fully and effectually indemnified in respect of all damage, losses claims proceedings and legal costs incurred as a result of:

- a) The death of or personal injury to any person unless caused by NIW's negligence.
- b) loss of or damage to any property which may arise out of or in consequence of the said access on to NIW's land.

The Organisers also undertake to maintain, and produce, on demand, evidence of public liability insurance from a reputable insurance company in respect of the risks covered by this indemnity, the minimum amount of cover at all times being at least £10,000,000 (ten million pounds sterling), unless otherwise agreed in writing, in respect of each and every claim.

The Organisers must be named within the Insurance Certificate/Schedule. In addition, the Insurance Certificate/Schedule must provide indemnity to NIW and waiver of subrogation against NIW. In the event of a claim being made because of the event the Organisers' Insurers will be expected to respond to any claims against NIW.

The Organisers also undertake to provide method statements and risk assessments in respect of the planned activities.

Signature of Person in Charge:	
PRINT NAME:	
Date:	

Checklist for Submission of Documents	
Activity Licence Application	<input type="checkbox"/>
Map (clearly marked)	<input type="checkbox"/>
General Risk Assessment	<input type="checkbox"/>
Environmental Risk Assessment	<input type="checkbox"/>
Certificate of Public Liability Insurance	<input type="checkbox"/> (£10m cover required)
Management Plan, including emergency arrangements	<input type="checkbox"/>
Declaration	
Please tick to confirm you have read and understood NI Water's Recreation and Access Guidance document <input type="checkbox"/>	
Name (Please Print):	
Signature:	
Date:	
NI WATER USE ONLY	
Risk to Drinking Water Quality:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Any other risks identified:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Activity/Event Approved:	
Date Approved:	
Approved by:	