

**APPLICATION FORM FOR THE GRANT OF PERFORMANCE LICENSE FOR
TOURISM EVENTS IN GOA**

- **Major event(tick whichever applicable)**
- **Minor event**

Type of event-

1. Music festival
2. Crafts festival
3. Night bazaar
4. Beach weddings
5. Children's festival and fun fest
6. Boat show, trade event, MICE event, etc.
7. Reception and private party.
8. Pilgrim tourism facilities
9. Any other; please specify _____

Applicant Details:

1. Name of the applicant & : _____

Father's Name : _____

2. Date of Birth/Age of the Applicant : _____

3. R/o Address of the applicant: _____
along with contact number

4. Name and address of the Event Management Company/ _____
Organization on whose behalf _____

The applicant is applying for _____
Performance License _____

5. Whether applicant is involved in any criminal case, whether convicted, whether preventive proceedings initiated against the applicant ,whether name figures in the B.C list or otherwise , if so give details: _____

5(a) Please specify if the applicant is an individual/ partnership firm/ company or a joint venture.

Location Details

6. The name and location of the Place where the performance

is to be held.(Area in sq mts) _____

7. Type of structure planned: Temporary/Permanent
Closed/open.....give details about the structure,
no of stalls, specification, size, exit and entry points, fire safety mechanism, metal
detectors, CCTV cameras etc and other fabrication details with the detailed plan and
drawings.

8. The nature of the material intended to be used for construction (Give the details)

(i) _____

(ii) _____

(iii) _____

9. If the material used is combustible then the nature of fire retardant treatment
proposed to be given

(i) _____

(ii) _____

(iii) _____

10.The extent of fire resistance of the material to be used for construction (time in
minutes)

11. Whether there is proposed to be a clear space of 3 mts on all sides of the structure
and the adjacent buildings or other structures:

12. Whether the temporary structure is intended to be constructed near an electric
Substation, railway line, chimney or furnace and if so the distance from the same:

13. Whether beneath the proposed temporary structure there is any live electrical line:

EVENT DETAILS:

14. Give complete write up and details about event theme, event subject, duration, working timings, public timings, type of business transacted (B to B, B to C, nonprofit event, etc) Date and Timings of the Performance, Proposed length of the show _____

15. Brief Synopsis of the performance containing the content of the show(s) (Artist details etc)

16. Expected strength of audience:

17. Details of the joy rides (if any)

: _____

18. The no. of stalls that have been applied for: _____

a. Food items _____

b. Games _____

c. Others (specify) _____

19. Whether admission to the Performance is:-

(i) Free entry for all based on invitations Yes / No

(ii) Free entry without invitations. Yes / No

(iii) Ticketed show Yes / No

(if yes give details of tickets such as price, restrictions for children etc)

20. Proposed No. of ticketing counters and the details of the Ticketing: _____

TRAFFIC MANAGEMENT:

21. Space in square metres made available for parking at the venue(enclose parking plan):_____

22. No. of volunteers /security guards proposed to be deployed for vehicle checking along with equipments:

SECURITY ARRANGEMENTS:

23. Proposed no of CCTV's:_____

24. Proposed no. of DFMD's and their location.

:_____

25. Proposed number of security guards and volunteers (Enclose details)_____

FIRE SAFETY ARRANGEMENTS:

26. The no of exits planned along with Details of exit width

27. Type of electric wiring and fittings:

28. No and width of the gangways planned (Cross as well as Longitudinal):

29. Details of fire fighting equipments proposed to be provided (No of Co2 type cylinders, foam cylinders, no of buckets, water storage tanks, sand bags etc)

30. Whether provision is made for standby fire service or not?

31. Details of the fire control room and the fire trained person proposed to be nominated for handling any contingency in the event. _____

SAFETY ARRANGEMENTS:

32. Details of the Proposed First aid Facility

33. Details of the medical attendant /doctor proposed

34. Details of standby ambulance facility _____

34. Details of nearby hospital for any emergency _____

I have read all the terms and conditions for obtaining permissions for single window clearance facility for events.

I undertake that the above details are absolutely true to the best of my knowledge and that I have received a copy of the format for Electrical Safety Certificate and Fire Safety Certificate and shall submit the same one week prior to the date of the event.

Signature of the Applicant

Enclosures

1. Proof of address
2. PAN card of applicant
3. Relevant copy of plans
4. Partnership deed/ Articles and Memorandum of Association of Company
5. Enclose traffic / security/ fire safety plan/ location plan/ approach plan

Major events will be defined as events which are of longer duration (actual event not including preparatory period) exceeding five days, or involve estimated attendance of persons in excess of 750 persons, or involve investments/ organizational expenses in excess of Rupees 50 lakhs. Any event within the above limits will be classified as minor events.

TERMS AND CONDITIONS

RESPONSIBILITIES OF THE ORGANISER

1. Guarantee

2. A Guarantee or Bond may be required depending on the type of event and possible potential damage to area, which will be decided by the Committee.

3. Legal Compliance

The Applicant must ensure that all persons involved in the event or activity are aware of and abide by laws and regulations governing the area, as shown by local regulatory signage and any additional conditions that may be attached to the approved application.

If your event is using power, any power leads crossing pedestrian areas must be suspended at least 2.4 meters above the pavement.

4. Damage to public Property

The Applicant will be responsible for any damage to public property caused by the event or activity. This includes damage to roads, footpaths, kerbs and gutters, fences, gates, furniture, signs, BBQs, trees, lawn, turf, irrigation systems or any other property. The Applicant agrees to report any such damage to Director Tourism as soon as practicable, and to repair or make good the damage or reimburse the Government for costs incurred in repairing the damage.

5. Removal of Litter and Wastes

The Applicant will ensure that all litter and rubbish resulting from the event is removed from the site immediately after the event. This includes temporary signage. In formal recreation areas where bins are provided, these may be used for rubbish disposal. In areas where no bins are provided, waste must be removed and properly disposed of by the Applicant. Temporary toilets may be required as a site-specific condition of approval. If extra bins are required for waste collection, the same shall be arranged.

6. Public Safety and Insurance

The Applicant will take all reasonable steps to ensure the safety of participants, spectators and members of the general public in the event or activity. In particular, the Applicant will inspect the area immediately prior to use to ensure that it is safe for that use and report to the Director Tourism, as soon as possible any hazard detected on that Application to Use a Public Place

7. **Inspection.** Organized groups and commercial operators must provide evidence of a current Public Liability Insurance Policy to a value as may be determined by the committee.

8. Cancellation or Modification of Approval

Committee may add Additional Conditions or cancel an event or activity at any time if required for safety or other reasons, including the likelihood of damage to public property as a result of rainfall, Total Fire Ban or other natural event or other conditions. In such cases, the Committee/ Government will not be liable for any losses incurred by the Applicant(s), but will refund any fees paid. Should the need arise the area is to be vacated within a period specified by the Committee, the Applicant should, as a matter of courtesy, inform the Department if an approved event or activity is to be cancelled by the Applicant for any reason.

A full refund will be provided for cancellations by the Applicant, if notification is given to the Department at least seven days before the scheduled event date. Cancellations within seven days of the event date may be refunded, only at the discretion of the Committee.

9. Exclusive use

It should be noted that, although approval has been given to use unleased public land for your event, it does not guarantee exclusive use of that land as it always remains a public place. The Department will seek however, to avoid any conflicts arising with other approved events.

10. Some areas of unleased public land which can only be accessed with prior permission may have exclusive use granted.

Other terms and conditions

1. THE ORGANISER, should obtain all necessary licenses and NOC's from the relevant authorities pertaining to the event.
2. GOVT. OF GOA shall in no way endorse/ support business policies/ decisions / business model of the organiser during the conference or otherwise and all such liability will be entirely be that of the Organiser. GOVT. OF GOA should not be held liable for any eventualities or untoward incidents which happens during the event or otherwise.
3. Music played should be in compliance with government laws and restrictions
4. THE ORGANISER, should ensure that local residents and guests in neighboring hotels are not disturbed during the course of the event.
5. Any damage caused to GOVT. OF GOA property will be recovered from THE ORGANISER, Mumbai.
6. No permanent physical changes will be allowed to be done to any public property and Department of Tourism/ Govt. officials will have the right to inspect the property at any point of time.

7. The permission is exclusive to the applicant and cannot be sublet to any other person or any other event, other than original applicant.
8. Workers insurance, Public Liability, Fire insurance besides any other insurance cover required shall be obtained by THE ORGANISER.
9. Any legal disputes will be tried in the courts in Goa only.
10. THE ORGANISER shall indemnify and keep indemnified GOVT. OF GOA against any claims/compensation/damages caused on account of any or all actions of THE ORGANISER or its employees.
11. THE ORGANISER shall be responsible for complying with all the statutory requirements such as adherence to noise pollution norms, meeting the standards of pollution control, solid waste management, and complying with all the legal requirements of the local Panchayat; food & drug department, health department, Police department, traffic cell, fire & emergence services, North Goa collector's office besides all other relevant State/Central Government organizations/departments. IPRS and PPL license, if applicable, should be obtained for the event.
12. THE ORGANISER shall be fully responsible for verifying the credentials/background of its agents, employees, volunteers and personnel from the security point of view.
13. THE ORGANISER has to submit daily programme details of the entire event 15 days prior to the event or else GOVT. OF GOA will have the right to issue stop order to the event. This exercise is carried out to make sure the event will not host any obscene display/acts/speeches that will malign and damage the state of Goa & GOVT. OF GOA.

SPECIAL CONDITIONS WHICH MAY BE APPLICABLE

1. The Loud Speakers/Box Type Speakers/Public Address System shall be used within sound pollution limits as prescribed by law/ competent authority.
2. The Ambient Air Quality shall not exceed more than 55 dB(A) during the period of use of the Loud Speakers/Public Address System in the residential area.
3. The capacity of amplifier used shall not exceed the prescribed limits of noise levels.
4. The peripheral noise level of the Loud Speakers / Box Type Speakers / Public Address System shall not exceed by more than 55 dB() than the Ambient Air

Quality Standard or as specified for the area in which it is used at the boundary of the private place.

5. Necessary permission from the competent authority to use the venue and to stage the open air programs should be obtained separately.
6. The timings and the condition given as above should be observed strictly failing with the permission stands automatically terminated and the police are free to take action as per law in force.
7. No abusive, offensive or obscene announcements or performances should be made.
8. The use of fireworks or firecrackers shall not be permitted between 10.00 p.m. to 6.00 a.m.
9. Temporary Discotheques must compulsorily install Double Door System.
10. Where P.A. System (Funnel Speakers) are used, the placement of the horn speakers must be such that these face the intended area and at an angle towards the ground to reach the furthest point (blanking out).
11. At no time should the horn speakers face away from the venue.
12. The Horn-Speakers (funnel type) will solely be used for announcements, speeches, etc. and not to playback music or to broadcast bhajans and/or other religious services away from the intended area.

13. In case of open air weddings where live bands are engaged, the output of the sound amplifiers must correspond to the stipulated levels. The onus of this will rest on the owner of the commercial hall/venue.
14. Besides revocation of license, violators will face confiscation of the offending equipment as well as legal action as per provisions of Environment Protection Act, 1986 which may extend to imprisonment upto 1 year or fine upto Rs.1.00 lakh or both.
15. Whether license / permission granted or not, should there be a genuine complaint of noise pollution, the authorities reserves the right to revoke the license/permission outright and stop the use of the sound system.
16. The applicant is directed to strictly observe the rules & regulations laid down by the Pollution Control Board.
17. The applicant shall make all adequate security arrangement as per the assurance given to the police i.e. deployment of security guard, bouncers, Door frame metal detectors, sniffer dogs, CCTV coverage and identity card to the participants.
18. The organizer shall allow the concerned Government Authority/officials visiting the venue to perform their duties as directed by the issuing Authority.
19. The applicant shall not violate any conditions. In case of violations of any condition filed the permission shall be deemed to have been cancelled and action shall be taken by the police to stop the festival.
20. The applicant shall in view of threat perception shall take necessary precautionary measures at his own to prevent any untoward incident in the premises.

21. Take all safety precautions at parking place around the venue.
22. Barricading of the venue and proper access control should be done with adequate number of entries and emergency exit.
23. The venue should be fully illuminated and it should be ensured that no area in and around festival venue remain in dark. In case of power failure alternate arrangement for power supply should be in place.
24. Adequate fire lighting arrangements should be in place.
25. Adequate parking space for the vehicles coming for festival should be developed and parking area should be fully illuminated and must be covered with CCTV cameras.
26. Inverted mirror should be used to check vehicle before parking.
27. The Organizer should not sell Cigarettes or tobacco products at the venue. The organizer shall prevent anyone from smoking in public place. "No Drugs" boards should be installed at conspicuous places and the organiser must ensure no one smoke in the festival. The smoking prohibition includes all types of smoking like Hooka/Sneesha/Chillums etc.
28. There should not be sale/use of illegal or banned substances and under no circumstances should the participants should be allowed to consume banned drugs and substances in the event.
29. No sale of alcoholic beverages should be permitted at the venue without valid excise permits.

30. Music shall be stopped at 22.00 hrs. and it should not exceed the permissible decibel unit. There should be no violation of the Music and Environment Act 1986 and festival should not be a source of public nuisance.
31. Heavy shrubs and vines near venue, if any should be cleaned and trimmed close to the ground to reduce the potential to conceal any object etc..
32. Organizers shall keep an eye on suspicious looking customer and make sure no customer leaves his belongings behind. All safety and security measures in and around venue must be taken.
33. Crisis Management Plan (including cable/electric/fire fighting plans showing entry and exit points) should be submitted at the nearest Police Station and the concerned sub divisional magistrate.
34. The Permission is subject to cancellation/revocation at any moment, in the interest of national security or violation of any of the above terms and conditions.

I accept the above terms and conditions.

Signature of the Applicant