



ACT Policing

Application for police services for an event

Please do not use this document to report crimes or request emergency police assistance. Emergency assistance can be obtained by contacting 000 by telephone.

Please complete the document and forward to the email address listed at the bottom of the page.

A member of ACT Emergency Management and Planning will contact the nominated person if further details are required.

If any field in the document does not pertain to your event, please leave it blank or type N/A.

Please provide any additional information that you wish to pass on to police in the 'Additional Comments' section at the bottom of the page.

Name of event

Date(s)

Time

Venue

**Type of event
(parade/festival) etc.**

Company name

ABN

Contact person 1

Phone

Email

Contact person 2

Phone

Email

Expected attendance

**Demographic / age
restrictions**

**Will alcohol be
provided?** Yes
No

First aid Yes
No

Supplier

Public liability insurance Yes
No

Supplier

Is this an annual event? Yes
No

Have police been deployed to this event previously?	Yes No	Number of officers deployed and services provided?
No police attendance required, notification only	Yes No	
What type of police services do you require for the upcoming event? (Check all that apply)	Traffic Management Security Public order management Specialist capability / bomb search / tactical / water police	
Other		
Can these services be provided by another organisation?	Yes No	
Have private contractors been engaged to provide any of these?	Yes No	Please provide details
Is your event a charity event?	Yes No	Please provide details of the charity or how your event / organisation contributes to the registered charity.
Will you be seeking an exemption for payment of services under the AFP user pays policy?	Yes No	
Consultation with the following agencies (as applicable)	ACT Ambulance Fire and Rescue State Emergency Service ACCESS Canberra National Capital Authority	Note: ACT Policing does not make notification to external agencies on your behalf.
Other		
I have emailed the following documents to act-em&p@afp.gov.au (tick all that apply)	Site map Emergency Management Plan Risk Management Plan Operations manual	
Additional comments		

Email to act-em&p@afp.gov.au