

## Application for event at a location managed by the National Property Board (SFV)

The following information is needed by the National Property Board (SFV) to be able to decide whether an event in the desired environment is suitable. Fill in the form, save and email it to: <u>locations@sfv.se</u>

| Date of application   |                                     |  |  |
|---|-------------------------------------|--|--|
| Location of interest   Name the location or describe what it is you look for in one |                                     |  |  |
| Event name  |                                     |  |  |
| Describe the event and setup   If possible, attach a situation plan                 |                                     |  |  |
|   |                                     |  |  |
|   |                                     |  |  |
| Type of event   | Purpose of event                    |  |  |
| Public event; concert, exhibition etc.  | Commercial                          |  |  |
| Corporate event   | Educational                         |  |  |
| Private event   | Non-profit / Association activities |  |  |
| Gathering in public area  | Opinion forming                     |  |  |
| Other:  | Other:                              |  |  |
|   |                                     |  |  |
| Date of event   State date and timings of the event, including preparation time     |                                     |  |  |
| Start date Start time   | End date End time                   |  |  |
|   |                                     |  |  |
| Number of expected participants/invitees?   |                                     |  |  |
| Number of expected personnel?   |                                     |  |  |



| Is there a need to block properties | , driveways, | parking spaces, | etc.? |
|-------------------------------------|--------------|-----------------|-------|
|-------------------------------------|--------------|-----------------|-------|

In what way are other operations at the site expected to be affected?

Have you been to the place for reconnaissance, or have you used the location previously?

Have you organized this event before?

Are you planning on using noticeable materials/props such as pyrotechnics or weapons?

What's your requests in terms of electricity, water, toilets?

Tell us about the risk analysis and security plan for the event

| <b>Drganizer  </b> Name of the company/association | Org.nr/VAT no |
|--|---------------|
|  |               |

Full address

6

Main contact

Phone

Contact on site

Phone

Is there another end-client to this event? Please state full information of the client

E-mail

E-mail

Invoicing details | Invoicing address

Invoice.ref.

Invoice e-mail



Other information to share with SFV?

**Important!** As lessee you are responsible for the correct permits to be obtained, such as permit regarding the use of public space which is issued by the local Police.

SFV may refuse applications where there is a risk that the activity or the result thereof does not live up to the state's values, disrupt existing tenants, their activities or that there is a risk of permanent damage to properties, cultural or natural environments.

## E-mail your application to <a href="mailto:locations@sfv.se">locations@sfv.se</a>

We handle your personal data for the sole purpose of processing the application for temporary lease and in accordance with the Data Protection Ordinance. <u>Here</u> you can read more about how SFV handles your personal data.