

# Events Checklist

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When planning and implementing your event you should make sure you have the following sorted:

- Resource Consent
- Building Consent
- Bookings for MDC Parks and Reserves
- Road Closures / Traffic Management Plans
- Food Permits
- Special Liquor Licence
- Noise Control
- Fire Permit
- Insurance Requirements
- Health and Safety Plans
- Evacuation Plan
- Risk Assessment and Identification
- Recycling and Waste
- Toilet Facilities for Events
- Water Based Events
- Promoting Your Event
- Funding and Grants