



## Purpose

The following documents are required to be submitted as part of this permit:

- A full risk assessment must be included, stating the mitigating methods to reduce risk
- A detailed activation plan including
  - Appointed contractor's company name and contact details
  - List of names of the appointed contractor's staff and their qualifications
  - List of names of performers and their qualifications
  - Photocopies of licences and qualifications of all appointed contractor's staff and performers
  - Thorough description of the planned activities
  - Proposed equipment used
  - Start time, location and duration of performance
  - List of mitigating measures
- Technical drawings and plans which include photographs of the activity are to be provided to the venue with this permit
- A pyrotechnic licence is required for all activities, see [Singapore Police Force](#)
- For fire-based performances, appropriate licences may be required depending on scale and calibre of event
- General liability insurance for the event (with a minimum coverage of \$1,000,000 per claim)
- For fire-based performances involving individuals handling fire, a personal liability insurance for each person involved in the performance (with a minimum coverage of \$1,000,000 per claim) is required

## Declaration

I, the applicant, hereby acknowledge and agree to the technical and mandatory requirements set out by Suntec Singapore:

Signature & Company Stamp

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

## For Internal Processing Only

Reasons for rejection:

---



---

SPOC's Signature: