



## **Qualification Criteria & Conditions**

### Tall Ships Car Parks –Park and Ride

#### **Eligible Organisations/ Clubs:**

- Sports clubs must be based within the administrative area of Waterford City and be affiliated to an Irish Sports Council recognised NGB (proof to be provided) and open to public membership or a member of a recognised disability organisation.

#### **Eligible Clubs must provide:**

- Written confirmation of registration with their National Governing Body or Disability organisation.
- Provide a copy of minutes of the most recent AGM.
- Bank Details
- Details of all personnel

#### **Details of the event:**

- Clubs will be required to staff a 6 lane car park entrance for a period from 10:00 am to 9:00 pm per day. Clubs must be on-site from 9:45am to 9:15pm. The Car Parks are located on the Rockshire Road and Carriganore.
- The lanes must be fully manned at all times by six personnel for the full duration of each day. Clubs are required to provide lunch break cover and relief staff as required.



- Toilet facilities and light refreshments will be available on site.
- Personnel will be responsible for collecting a fee of € 10 per car entering the 'Park and Ride' facility, providing a ticket and handing one free brochure to each car.
- The days available are from Thursday the 30<sup>th</sup> of June to Saturday the 2<sup>nd</sup> of July. Clubs may apply for one day only.
- All personnel must be responsible, competent and over 18 years of age. No derogation from the age requirement can be permitted.
- Clubs must wear club jerseys or tracksuits (if applicable).
- A full list of all personnel must be nominated by the club and submitted to Waterford City Council as part of the application form.
- The donation amount will be € 1,500 per day. This will be paid directly into the clubs bank account following verification of monies collected.
- The club will be responsible for all funds collected. This will be verified on the basis of counting cars as they arrive. In the event that there is a shortfall versus the number of cars, the club will be responsible for making up the shortfall from the donation amount.
- Clubs must designate an individual, preferably an Officer of the Club, as Team Leader who will be responsible for liaison with City Council and for directing all activity during the day. Supervisory Staff from Waterford City Council will be on site at all times during the day.



- Club Personnel and Team Leader will be required to attend a short training seminar in advance of the event. The date and time will be confirmed prior to the event.
- All applications must be made on official Application form and Completed entry forms must be returned to: Paul Kelly, Housing Section no later than 4pm on Friday the 20<sup>th</sup> of May 2011. All applications must be clearly marked on the envelope “Tall Ships Car Parks –Park and Ride”
- In the event that there is an over subscription of Clubs, Waterford City Council, at its sole discretion, will decide by lot the qualifying clubs and the location from which the clubs will operate.
- Queries should be addressed to Paul Kelly, 087-3656282, [tspark@waterfordcity.ie](mailto:tspark@waterfordcity.ie)