



**Checklist**  
500-1000



# COVID Event Checklist

This checklist is for private and public events with 500 - 1,000 patrons taking place **from 12.01am on 5 February 2022.**

This form together with any other event application documentation must be supplied to your local government along with any other event application documentation as part of a normal events approval process.

Applicant's name:

Event name:

Event description:

Has a maximum number of

patrons and agree to the following conditions:

**Manage shared space to promote physical distancing where possible**

**Maintain mandatory contact registration**

**Ensure staff are trained in COVID safety measures**

**Request that unwell people not attend**

**Maintain hygiene standards and conduct frequent cleaning**

**Provide adequate hand sanitiser and soap**

Register event with Department of Health at [health.wa.gov.au/eventsregistration](https://health.wa.gov.au/eventsregistration)

## Please provide the following details

Contact number:

Email address:

### Duration of events

Date:

Start time:

End time:

Location:

Other relevant information:

**By signing this form, you commit to adhering to the COVID safety measures outlined above.**

Signature:

Date: