

Request to hold commemorations in Glasnevin Cemetery

Glasnevin Trust asks that you apply for permission to hold a commemoration in Glasnevin Cemetery no less than 30 days in advance of the proposed commemoration date.

Glasnevin Trust asks that you provide the following information:

<p>1. Constitution, rules and regulations of your organisation including Committee, Executive or Board of Directors to include names, addresses and occupations of and key contact details</p>	
<p>2. Employers Liability with a minimum limit of indemnity at €13,000,000 any one incident / unlimited any one period, with specific indemnity to 'Glasnevin Trust'</p>	
<p>3. Public Liability with a minimum limit of indemnity at €6,500,000* any one incident / unlimited any one period, with specific indemnity to 'Glasnevin Trust', to include any temporary infrastructure i.e. Stage.</p>	
<p>4. All/Any insurance policy warranties or non-standard conditions must be disclosed</p> <p>*Note: Glasnevin Trust reserves the right to request higher limits of indemnity as may be considered necessary</p>	
<p>5. A detailed schedule of event to include:</p> <ul style="list-style-type: none"> a. Name of commemoration b. Date, time and specific location c. Estimated number of people attending (number invited) d. Timeline of events – start to finish e. Names of principal orators f. Will music be played? g. Will PA systems be required/used? h. Name and address of person in charge i. Relevant security arrangements j. Related Health & Safety Plan k. Any additional relevant information 	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p>6. Should you require the use of a space in the museum and have specific catering needs, please indicate requirements. Note: A room hire fee may apply</p>	



Glasnevin Trust may have a representative on duty at commemorative events.

Glasnevin Trust will, at its discretion charge commemorative partner's reasonable fees to recover any costs involved.

Glasnevin Cemetery is an operating cemetery and crematorium. Many and diverse persons and organisations use the cemetery for mourning, remembrance and commemorations. We expect that all organisations, societies and individuals using the cemetery for commemoration purposes demonstrate dignity and respect for their surroundings, those interred therein and all their users. Failure to abide by this basic tenet of Glasnevin Trust may result in future applications for commemorations being refused.

No event may be advertised in advance of grant of permission from Glasnevin Trust for any event in Glasnevin Cemetery. A minimum of **30 days'** notice is required in advance of any commemoration. Precedence will be given to events with notice given in good time.

It is the policy of Glasnevin Trust that commemorations at Glasnevin Cemetery will only be allowed for those people who are actually interred in the cemetery. Commemorations will be considered at cenotaphs for those interred elsewhere; each application will be considered on its own merit.

