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| Badge | Tasmania Police  **Party Safe Registration** |

Please lodge your registration seven days prior to your party.

*\* Denotes a mandatory field. This form cannot be submitted without these fields being completed.*

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|  | **Party Details** | | | | | | | | |  |
|  | Start Date | Start Time | | Finish Date | | | | Finish Time | |  |
|  |  |  | |  | | | |  | |  |
|  | Venue Name | | | | | | | | |  |
|  |  | | | | | | | | |  |
|  | Venue Address\* | | | | | | | | |  |
|  |  | | | | | | | | |  |
|  | Venue Phone Number | | | Location | | | | | |  |
|  |  | | | Inside  Outside | | | | | |  |
|  | Type of Party | | | | | | | | |  |
|  |  | | | | | | | | |  |
|  | How many guests\* | | | Average age of guests\* | | | | | |  |
|  |  | | |  | | | | | |  |
|  | Will there be adult supervision\* | | | Will the neighbours be notified | | | | | |  |
|  | Yes  No | | | Yes  No | | | | | |  |
|  | Have you experienced problems at a previous party you have hosted | | | | | | | | |  |
|  | Yes  No (specify) | | | | | | | | |  |
|  | Do you have concerns about this party? Is so, what are they?  (If you have concerns in relation to your party after lodging this form please contact your local police station) | | | | | | | | |  |
|  | Yes  No (specify) | | | | | | | | |  |
|  | How did you find out about Party Safe registration | | | | | | | | |  |
|  |  | | | | | | | | |  |
|  | Will there be security | | | | | | | | |  |
|  | Yes  No (specify) | | | | | | | | |  |
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|  | **Party Host/Organiser** | | | | | | | |  |
|  | Family Name\* | | | Given Name\* | | | | |  |
|  |  | | |  | | | | |  |
|  | Address\* | | | | | | | |  |
|  |  | | | | | | | |  |
|  | Phone | | | Mobile | | | | |  |
|  |  | | |  | | | | |  |
|  | Email | | | | | | | |  |
|  |  | | | | | | | |  |
|  | Age of Host\* | | | Name of parent or guardian | | | | |  |
|  |  | | |  | | | | |  |
|  | Contact Person During Party - Name\* | | | Contact Person During Party - Phone\* | | | | |  |
|  |  | | |  | | | | |  |
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| **Acknowledgement\*** |
| *I acknowledge that the registration of a party with Tasmania Police does not mean that police will provide security for my party and that the capacity of police to undertake patrols of party venues or to visit a party venue in the event of trouble will depend on other demands on resources at the time and the nature of the event in question.* |
| Yes |

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| **Party Safe Personal Information Protection Statement** |
| 1. Personal information will be collected from you for the purpose of registering a party with Tasmania Police and will be used by police in the event police need to respond to an incident at your party. 2. Your personal information will be used for the primary purpose for which it is collected and will only be disclosed to a third party in the event of an emergency. The information may be disclosed to other public sector bodies where necessary for the efficient storage and use of the information. 3. Personal information will be managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by the individual to whom it relates on request to the Department of Police and Emergency Management. You may be charged a fee for this service. |

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| **Party Registration** | | |
| **Please forward your completed form to one of the following, dependent on the party location** | | |
| District | Postal Address | Email |
| **Southern** | Southern Crime Management Unit  Tasmania Police  GPO Box 308  HOBART TAS 7001 | [crime.management.unit.south@police.tas.gov.au](mailto:crime.management.unit.south@police.tas.gov.au) |
| **Northern** | Northern Crime Management Unit  Tasmania Police  PO Box 45  LAUNCESTON TAS 7250 | [crime.management.unit.north@police.tas.gov.au](mailto:crime.management.unit.north@police.tas.gov.au) |
| **Western** | Western Crime Management Unit  Tasmania Police  PO Box 19  BURNIE TAS 7320 | [crime.management.unit.west@police.tas.gov.au](mailto:crime.management.unit.west@police.tas.gov.au) |

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| **Official Use Only** | **Tasmania Police to Complete** | |
| Datereceived | FileNumber | Name,RankandNumber |
|  |  |  |
| Transferredto | District | EnteredCACS |
|  |  | Yes  No |
| Dateentered | CACSjobsrelatedtoparty | Forwardedto |
|  |  |  |