

APPLICATION FOR PARTY PERMIT

Complete all sections then forward to tutorial@pet.cam.ac.uk to gain the Senior Tutor's approval

Restriction on venue of parties in accordance with fire regulations:
no party permit will be issued by the Senior Tutor for a party to take place in a private room above the ground floor anywhere in College.

Date	Occasion	Location	Start Time	End Time	No's	Person Responsible
Is music being played?						
			Recorded	Live		
A play list MUST be emailed to tutorial@pet.cam.ac.uk			Yes/No	Yes/No		
SIGNATURE APPROVALS MUST BE OBTAINED from the following Departments BEFORE the Senior Tutor will consider your application.						
			Signed	Reason permission denied	Senior Tutor Approval	
Manciple - Mr Speller						
Conference Manager - Miss Gifford						
Head Porter - Mr Meade						
Extra Porter required?			Yes / No			
Is there a charge for the event or per person for guests?			Yes / No			

Once approved by the Senior Tutor applications will be circulated to: Finance Manager, Head Porter, Manciple, Conference Manager, Head Gardener & Housekeeper.