

VOGRIE COUNTRY PARK



Event Field enquiry form 2026

Depending on the nature of your event, there may be a charge to hire the Event Field. For more details, please email eventsatvogrie@midlothian.gov.uk or call 01875 821 716 (Fri-Mon). You may also be required to [give advance notice of a public event](#).

About you

Name:

Organisation name:

Charity number (if applicable):

Address:

Tel No:

Email:

About your event

Date/s:

Start / end times:

Brief description of event:

Your event is (select one)	Tick
A not-for-profit community event	
A charitable fundraising event	
A commercial venture	
Other - please specify	

What is the maximum number of people you expect to attend at any one time?	Tick
Under 200	
201 to 799	
Over 800	

Additional information	Tick
Do you need the Council to help with equipment or other services? <i>e.g. marquees, generators, PA systems, tables, chairs, barriers etc</i>	
Will any food or drink be provided at the event? <i>Insurance and licences will be required before the event</i>	
Is the event ticketed and/or subject to paid entry?	

Use of the Event Field

The named booking holder must:

- Obtain all necessary licences required for the operation of the event.
- Provide all necessary facilities (eg: toilets, drinking water, waste collection) appropriate to the event.
- Prevent any activity that may breach any licence granted or invalidate insurance cover.
- Ensure all required safety measures are maintained throughout the event.
- Ensure the supervision and management of all vehicles, spectators, competitors and officials and their access to and from the Event Field
- Ensure the Event Field is vacated promptly at the end of the booking period.
- Ensure the Event Field is left in a good repair and condition.
- Ensure all privately owned equipment is removed immediately after the event.
- Ensure appropriate arrangements are in place for the removal and disposal/recycling of any waste generated by the event.
- Allow authorised Council representatives unrestricted access to inspect the event and the safety and/or security measures in place.
- Not make, or allow others to make, any alterations to the Event Field.

Termination and Cancellation

Midlothian Council reserves the right to:

- Refuse any booking request.
- Terminate any booking where a breach of health and safety or licensing conditions is identified.
- Cancel a booking if Vogie County Park is closed due to adverse weather conditions or industrial action. Any fees paid will be refunded.

Use of your data

We will use the email address you give us to send you:

- Confirmation of your booking
- Provide further details in relation to payment, or to advise of the necessary cancellation of your booking
- [Information on how we collect, store and use your data](#)

Signature:

Print name:

Date:

FOR OFFICE USE ONLY

Date reservation received	
Liaison with Countryside Ranger Service	
Payment amount due	
Date payment received	
Booking reference number	
Added to calendar	
Confirmation sent to customer	
Staff initials	