**Risk Assessment [EVENT NAME] Date of Risk Assessment [INSERT DATE]**

All organisers must conduct a risk assessment for their event. **DO NOT SIMPLY COPY THE EXAMPLE RISK ASSESSMENT TO THIS FORM.** The content within your risk assessment **should be tailored** to ensure that all hazards specific to your own event has been identified and relevant controls put in place to adequately control the risks. You should **ensure your event insurance covers all elements of your risk assessment** and your event is adequately covered.

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| **Hazard & Potential** | **Persons at Risk** | **Control Measures** | **Additional Control Measures Necessary** | **Action by who?** | **Action by when?** |
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