

LOCAL EVENTS SUPPORT

APPLICATION FORM

GF 7.41.3/7

SECTION 1 | EVENT DETAILS

1. Event Name	
2. Event Description	
3. Event Date and Times	
4. Event Site Address	

5. Contact Details	Contact Person:	
	Postal Address:	
	Suburb/Town:	Postcode :
	Phone :	
	Mobile :	
	Email :	

6. Supporting Documents

Please attach relevant documentation (if applicable)

<input type="checkbox"/> Event Permit	<input type="checkbox"/> Public Liability Insurance
<input type="checkbox"/> Event Management Plan	<input type="checkbox"/> Traffic Management Plan
<input type="checkbox"/> Event Business Plan / budget	<input type="checkbox"/> Marketing strategy
<input type="checkbox"/> Evidence of local support	<input type="checkbox"/> Evidence of co-funding

SECTION 2 | SERVICES SUPPORT REQUEST

SUPPORT TYPE	PLEASE PROVIDE DETAILS
<input type="checkbox"/> Waste Management	Number of Wheelie Bins Required:
	Proposed collection date/s:
<input type="checkbox"/> Road Closures	Provide details:
<input type="checkbox"/> Traffic Controller	Provide details of dates and times required:
<input type="checkbox"/> Venue Hire	Provide details of dates and times required:
<input type="checkbox"/> Event Fencing	

<input type="checkbox"/> Loan of Grandstand	
<input type="checkbox"/> Loan of Parklet	

SECTION 3 | FUNDING SUPPORT REQUEST

Please select one option from the below:

<input type="checkbox"/> One-off Funding Support One-off funding support is aimed at new and established events that Council has not previously supported (Max \$3,000)	Requested amount:
<input type="checkbox"/> Seed Funding Support Seed funding is aimed at new and emerging events to assist the event to become sustainable over its early years. The funding should decrease in value each consecutive year by at least 25%	Year 1 requested amount (max \$3,000):
	Year 2 requested amount:
	Year 3 requested amount:

Please describe how your event meets the following criteria:

How will your event increase tourism or provide economic benefit to the local community?	
Does your event have the support of the local community?	
Is your event original and/or innovative?	
Is your event supported financially or in-kind by other sources?	

How do you intend to ensure long-term sustainability of your event (for seed funding applications only)	
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Please describe how your event will provide access and meet the needs of people with a disability:	
Is your event registered for Companion Card users?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Signature:	
Name:	
Date:	

SECTION 4 COUNCIL INTERNAL USE ONLY				
SUPPORT TYPE	VALUE (INCLUDING IN-KIND)	APPROVED?	COMMENTS AND/OR VARIATION	APPROVED BY
SERVICES		Y / N		
FUNDING		Y / N		