

EVENT SUPPORT

RECORD NO :

FILE NO : 7.41.6

APPLICATION FORM

The information obtained from this document will allow the Copper Coast Council to engage with local individuals and organisations to determine their interest and capacity to host or manage events. This information will assist Council to evaluate the proposed event and to give an educated assessment on the level of support required.

ORGANISATION			
ORGANISATION NAME			
POSTAL ADDRESS			
ABN	☐ YES ☐ NO - Please supply "Statement by Supplier"	REGISTERED FOR GST	☐ YES ☐ NO

APPLICANT			
NAME			
POSITION			
MOBILE PHONE		ALTERNATE PHONE	
EMAIL			

EVENT SUPPORT	
WHAT KIND OF SUPPORT IS SOUGHT FROM COUNCIL?	☐ FINANCIAL ☐ IN KIND
DETAILS OF IN-KIND SUPPORT REQUESTED (e.g. Council facility hire cost, cones, bunting etc.)	
DETAILS OF FINANCIAL SUPPORT REQUESTED (inc. \$\$ amount)	

EVENT DETAILS			
EVENT NAME			
TYPE	☐ MUSIC ☐ FOOD & WINE ☐ CULTURAL ☐ SPORTING ☐ SPECIAL INTEREST ☐ Local event – example: fetes, local markets, local sporting event ☐ Regional event – attract people and interest from outside the region - example: regional level sporting events, Copper Coast 500 Sprints ☐ Hallmark event – events strongly identified with the region and will attract Intrastate, ☐ Interstate and International interest example: Kernewek Lowender, Copper Coast Cycling Cup, State & National level sporting events.		
DESCRIPTION			
LOCATION		PUBLIC LIABILITY	☐ YES ☐ NO
DATE AND TIME		ESTIMATED ATTENDANCE	
EVENT STATUS	☐ NEW or ☐ PREVIOUSLY BEEN HELD & ☐ ONE-OFF or ☐ WILL BE REPEATED	WILL AN ENTRY FEE BE CHARGED?	☐ YES ☐ NO
WILL THE EVENT GENERATE INCOME? If so, where will the income be allocated	☐ YES ☐ NO		
DOES THE EVENT HAVE FINANCIAL SUPPORT FROM OTHER AREAS? If so, who are the funding partners	☐ YES ☐ NO		
DOES THE EVENT REQUIRE THE PAYMENT OF ANY HOSTING FEES? If so, who are these fees payable to	☐ YES ☐ NO		
WHO IS THE TARGET MARKET FOR THE EVENT?			
HOW WILL THE EVENT BE PROMOTED?			
HOW WILL THE EVENT BENEFIT THE BROADER COPPER COAST COMMUNITY?			

PROJECT CRITERIA	
Please explain how your event addresses one or both of Council's objectives as listed below. Objectives: - To promote and improve community harmony by supporting initiatives that address the diversity of social, cultural and recreational needs in the community and maximise the access and usage of community facilities and services. - To increase opportunities for participation in the community.	
DOES THE EVENT HAVE ANY IDENTIFIED RISKS? If so, please list	
HOW WILL YOU MEASURE THE SUCCESS OR OTHERWISE OF THE EVENT?	
OTHER COMMENTS IN SUPPORT OF YOUR APPLICATION	

DECLARATION			
Attached is: ☐ Any support documentation. Documentation should be kept to a minimum of two pages unless otherwise negotiated. This excludes documentation for other items listed below. ☐ A copy of relevant insurance/s (cover page) of \$20 million. ☐ A copy of the most recent budget (if requested). <i>To be signed by two signatories on behalf of the applicant organisation.</i>			
SIGNATURE		DATE	
NAME		POSITION	
SIGNATURE		DATE	
NAME		POSITION	