



# Explore.Discover.Connect

Recreation Activity or Stall Expression of Interest Form 2020

**The RISE, 28 Eighth Avenue, Maylands**

**Sunday 5 April 2020: 12:00pm – 3:00pm**

Name of Community Group \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

Mobile Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Work Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

Please select if you would like to do a recreation activity or a stall.

**Yes I would like to do a recreation activity for up to 20 minutes**

Please tell us what activity you plan to run and equipment you will be using.

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Please tell us what space you need: (Please tick)

Full basketball court  Or Half basketball court  Or Quarter basketball court

Would your community group be interested in donating a raffle prize?

Yes

No thanks

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**Yes I would like to do a stall**

Please tell us what information, materials, products and activity you will be providing. The City of Bayswater will supply tables, chairs, limited display boards and limited power outlets.

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Please tell us what space you need: (Please tick)

1 display board  1 trestle table  Or 2 trestle tables

Would your community group be interested in donating a raffle prize?

Yes  No thanks

### **Access and Inclusion**

Did you know that 1 in 5 people in Australia have a disability. The City of Bayswater is working towards creating a more inclusive City for everyone in our community. As a minimum the City suggests the following for your recreation activity or stall.

Communicating with a person with disability

- Use the most accessible fonts like Helvetica or Arial. Use minimum font size 12 point. For large documents use minimum size 18 point.
- People with disability are people first. Always focus on the person not their disability. Do use acceptable words such as person who is deaf, person with a physical disability, person who uses a wheelchair, person with autism, person with Down syndrome. Avoid terms such as handicapped, retarded, spastic, mental, imbelcile, slow or slow learner, afflicted with; deaf and dumb.
- Give people with disability time to answer and seek their guidance on the best way to communicate. Have writing paper and pen available.
- If someone has an assistance dog do not pat or feed the dog - it is working.

If you would like support please contact the Community Development Team by email [community.services@bayswater.wa.gov.au](mailto:community.services@bayswater.wa.gov.au) or phone 9272 0658.

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## Terms and Conditions

To ensure the safety and success of the '**Explore.Discover.Connect**' event the following terms and conditions will apply if your Expression of Interest Form is accepted.

- The Community Group will provide a copy of Public Liability Insurance Certificate of Currency with a cover of at least \$10 million.
- Attendance at the '**Explore.Discover.Connect**' event will be at the financial risk of the Community Group named on the Expression of Interest form.
- All electrical equipment supplied by the Community Group will be tagged in accordance to Australian electrical standards. I.e. extension cords, television.
- The Community Group will supply images (if available) to assist in the promotion of the '**Explore.Discover.Connect**' event.
- All volunteers of the Community Group will behave responsibly and treat everyone including staff, with respect and courtesy.
- Access and Inclusion will be considered by the Community Group. All communications with people with disability will be provided for using the 'person first' principle and using accessible font and font size.
- The City of Bayswater supports the movement to stop using plastic products (single-use plastic). The Community Group will support this movement and look for environmentally friendly alternatives to plastic products.
- The City of Bayswater reserves the right to select recreation activities/stalls for the '**Explore.Discover.Connect**' event and all decisions made by the City are final.
- The City of Bayswater Community Development Team will be contacted immediately if there are any changes or cancellation of a Community Group Expression of Interest form.

I have read and understood the City of Bayswater Terms and Conditions listed above.

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please return this Expression of Interest form by Friday 28 February 2020**

- In person at City of Bayswater, 61 Broun Avenue, Morley Or
- Post to City of Bayswater, PO Box 467, Morley WA 6943 Or
- Email [community.services@bayswater.wa.gov.au](mailto:community.services@bayswater.wa.gov.au)

It is recommended that you do not start promoting the event until approved by the City of Bayswater. For enquiries email [community.services@bayswater.wa.gov.au](mailto:community.services@bayswater.wa.gov.au) or phone 9272 0622.

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