



Explore. Discover. Connect Carnival 2021

Stallholder Expression of Interest Form

The **'Explore. Discover. Connect'** Carnival is a **FREE** community event hosted by the City of Bayswater. The Carnival will deliver a program of social and inclusion activities, as well as informative community service seminars, to increase community awareness about the wide range of local community and sporting opportunities available within the City.

The benefits of attending and promoting your community / sporting club at the Carnival include:

- General promotion of your club, its purpose and services
- Opportunity to increase club registrations and memberships

1. Event Details

Date: Sunday 28 March 2021

Venue: The RISE - 28 Eighth Avenue, Maylands

Time: 12.00pm – 3.00pm (*Note: Stallholder set up from 9am / Bump out by 4pm*)

2. Group Details

Name of Group

Contact Person:

Address:

Best Phone Contact:

E-mail:

Are you a Community Group or Not - for - Profit Organisation (Please tick 'yes' or 'no')

YES NO

3. Stall Details

Please provide a description of activities, information or products that will be available:

4. Stallholder Requirements

Small stall (1 trestle table) Medium stall (2 trestle tables) 1 Display board

As there is no stallholders' FEE, the City of Bayswater encourages all clubs and community groups to donate a raffle prize to be randomly drawn on the day (E.g. coaching session, sport equipment)

5. Information Seminar

Would your group be interested in presenting a short 5 - 10 minute talk to Carnival attendees in the event-designated function room?

Ideas for topics include:

- History of the community or sporting group
- Services offered or provided
- How to join and what is involved

If **Yes**, please provide a brief summary of the information to be discussed:

6. Access and Inclusion

All public events delivered by the City must be accessible to people with disability.

Are your volunteers trained to be aware of people with disability and respond effectively to individual customer needs?

YES NO

Will the stall set-up allow for people using wheelchairs to view your information?

YES NO

Do you have clearly printed information with large font, either on signage or available for people with low vision to read?

YES NO

Please refer to the City of Bayswater [Access and Inclusion Plan 2020 – 2024](#) or visit the City's website - www.bayswater.wa.gov.au

7. Agreement

To ensure the safety and success of the **Explore.Discover.Connect Carnival 2021**, the following terms and conditions will apply if your Expression of Interest Form is accepted.

I, (name) _____ on behalf of (club) _____ have read and understood the following (tick check boxes):

- Our group will supply when requested a **copy** of the current Public Liability Insurance Certificate of Currency.
- Our group understands that all electrical equipment **MUST** be tagged in accordance to electrical standards. (e.g.: extension cords etc.)
- 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.
- We understand that we are responsible for complying with hygiene and distancing requirements imposed by City of Bayswater and/or WA Health Department (including provision of hand sanitiser and barricading if required). I understand that the City of Bayswater is under no obligation to supply these items.
- The City of Bayswater reserves the right to select recreation activities/stalls for the Explore. Discover. Connect Carnival. All decisions made by the City are final.
- We verify that the information provided in this form is true and correct at the time of completion and will not promote this event until being approved by the City of Bayswater.
- Successful applicants will supply images (if available) to assist in the promotion of the Explore. Discover. Connect Carnival once participation has been confirmed.

Please return this Expression of Interest form by Friday 26 February 2021 via

Email: community.services@bayswater.wa.gov.au

In person: City of Bayswater, 61 Broun Avenue, Morley

Post: Att: Community Development, City of Bayswater, PO Box 467, Morley WA 6943

For event enquiries, contact Deanne Brescacin or Scott Ballem, Community Development Officer at community.services@bayswater.wa.gov.au or phone 9272 0609.