



**EXPRESSION OF INTEREST
BACK GATE TICKET SALES
2020 MOUNT ISA SHOW**



Organisation Name:

Organisation ABN:

1st Contact Person:

Mobile:

2nd Contact Person:

Mobile:

Email Address:

Postal Address:

ABOUT THIS FORM

By completing and returning this form you are submitting an Expression of Interest to assist the Mount Isa Agricultural Show Society to facilitate the 2020 Mount Isa Show in exchange for a predetermined donation amount. The Scope of your preferred activity is attached; if you have any questions please contact the committee.

Please submit your completed form to mountisashow@gmail.com or PO Box 2145, Mount Isa QLD 4825 by 15th March 2020. The committee will then take all received applications into consideration.

Applicants will be contacted, and the outcomes advised by 30th March 2020; successful applicants will then be invited to meet with the committee to formalise the agreements.

QUESTION

If you are successful, how will the contribution from the Mount Isa Show Society assist your organisation?

Public Liability Insurance

Copy of Policy Attached YES / NO

Your organisation must hold its own Public Liability Insurance with a minimum value of AU\$5,000,000; a copy of the current Certificate of Currency must be submitted with this Expression of Interest.

EXPRESSION OF INTEREST CONFIRMATION

Your signature confirms that you have the authority on behalf of your organisation to submit this Expression of Interest; you have read the attached Scope of your preferred activity and, if successful, have the manpower to undertake the activity, have the required Public Liability Insurance, and are willing to undertake inductions and training, where required, prior to the 2020 Mount Isa Show.

Signature: _____

Date: _____

Name: _____

Position: _____

BACK GATE TICKET SALES
EXPRESSION OF INTEREST – 2020 MOUNT ISA SHOW

1 st – 10 th June	<p>Volunteer Roster</p> <ul style="list-style-type: none"> ▪ A roster system is to be used. A copy is to be submitted to the Committee along with a list of volunteers, at least ten (10) days prior to the event. ▪ A maximum of 16 site access passes will be issued for the listed volunteers ▪ It is suggested that the roster is allocated in 4-hour intervals. ▪ Each person carrying out this activity, aged 17+ must undertake a minimum shift of 4 hours. ▪ If a child aged 11-16 is included on the roster, they can only be utilised for a maximum of 4 hours total over the weekend; a supervising Adult must be in attendance at all times. ▪ Children aged 10 and under are not to be included in the roster.
14 th -17 th June	<p>Site Induction</p> <ul style="list-style-type: none"> ▪ A minimum of two (2) representatives, one (1) being the Team Leader, must attend a site induction at Buchanan Park Events Complex. ▪ Site access passes will be issued to the persons attending the induction to distribute to the volunteers, along with a volunteer attendance register; the volunteers will need to sign on and off as they complete their shifts.
19 th & 20 th June	<p>Back Gate Ticket Sales</p> <ul style="list-style-type: none"> ▪ Prior to 7am, on both days, the Back-Gate box, containing a Float, Wristbands, stationery and Gate Entry Fee display, must be picked up from Treasury at the Secretary's Office. This may also include an EFTPOS machine for electronic transactions. ▪ 2 persons are to man the Back-Gate, at all times, from 7am to 7pm, to collect Gate Entry fees from Competitors and spectators and issue the appropriate wristbands, where passes have not been pre-purchased. It is requested that a record of all wristbands sold is kept. ▪ At 7pm, on both days, the Back-Gate box is to be returned to Treasury with all items accounted for, along with the volunteer attendance register. <p>Vehicles</p> <ul style="list-style-type: none"> ▪ As vehicles are entering the windshields must be checked for vehicle passes, the persons manning the gate are required to direct traffic to the correct competition or parking area; and if required manage the temporary parking area to ensure safe entry and exit. ▪ The Showman's Guild are not required to purchase gate entry and Campers / Show Vendors should have a camping pass displayed.
Other Items	<p>The Committee</p> <ul style="list-style-type: none"> ▪ Will endeavour to provide a shade structure, rubbish bin and portable toilet facilities; along with security measures to ensure the safety of all volunteers. ▪ Will provide contact details to the Team Leader, for use over the Show weekend; or should any emergency arise. <p>The Organisation</p> <ul style="list-style-type: none"> ▪ Are to provide their own table and chairs. ▪ Will abide by Occupational Health & Safety Standards at all times and wear appropriate clothing and PPE ▪ Will have appropriate insurance that indemnifies their volunteers and the Mount Isa Agricultural Show Society. <p>Site Access</p> <ul style="list-style-type: none"> ▪ Persons who are issued Site Access Passes for volunteer purposes can access the Mount Isa Show, on Friday or Saturday of the show weekend, outside their rostered times. ▪ If wristbands are lost or destroyed, they will not be replaced. <p>Payment</p> <ul style="list-style-type: none"> ▪ An Invoice must be submitted to the Mount Isa Agricultural Show Society, within 7 days of the Show Weekend, clearly showing the name of the organisation, bank account details and the agreed contribution amount. ▪ Payments will only be made by EFT.