

*If you need assistance in the completion of this form please contact Benjamin Hemi.*

Date(s) of Event:
Name of Event:



## DISTRICT PROMOTION FUND APPLICATION

**For events to be held in the Waipa District prior to 30 June 2010**

*It is preferred that all applications are submitted online, or typed. However handwritten will be accepted.*

### Section ONE – Applicant Details

Name of applicant/organisation:
Is it a legal entity? (e.g. 'company', 'incorporated society' etc)
Is it GST registered? (details)
Contact Person / Project Leader:
Postal Address:
Telephone:
Fax:
Email:
Is the event organiser/organisation team paid or voluntary?

Are you applying for funding from other sources for this event? Eg. Community Board Grants? (Please give details)
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*Applicants are asked to remember that the District Promotion Fund constitutes 'public money' for which a high degree of accountability is required. It is important therefore, that the details contained within this application are accurate, and concise as possible.*

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**Applications close 5.00pm on Monday 31 August 2009  
Late applications will not be considered**

09033240

## Section Two (Event Details)

Frequency of Event (e.g. 'one-off', 'annual')
Location or venue:
Time of event:
Type of event: (sports/recreation, arts/cultural, community, other?)
Amount of support sought: \$

## Section Three – Event Description

Event Outline:
Theme or Focus of event:
Other organisations involved in the Project:

## Section Four - Economic Impact Profile (anticipated)\*

Attendance (best guess, please do not exaggerate)			
Numbers expected	From Waipa	Outside Waipa	Overseas
Participants			
Spectators			
Trade			
<b>Accommodation:</b> Will you be encouraging people to stay in the Waipa District? If so, how long and where?			

*\* The post-event data will be required to verify these details. An attendee questionnaire will assist with this process.*

## Section Five – Consent Requirements

Have you consulted with Council staff to determine whether consents/permits or other approvals are necessary for this event? Yes No

Council planning staff can advise on resource consent or permit requirements. Please phone Te Awamutu: – (07) 872 0030 or Cambridge: – (07) 823 3800

What was the outcome? (please comment)

The event organiser is responsible for applying and getting consents if needed. Funding will not be released until the organiser has provided evidence that all consents, if necessary, have been approved.

## Section Six -Waipa District Council Recognition:

The purpose of the District Promotion Fund is event 'support'. As the provider of that support, it is appropriate that the Waipa Council gets recognition. How will the proposed event achieve this?

Branding recognition

Signage Placement

Vocal Endorsements

Web Support

Other benefits and recognition

## Section Seven – Benefits and Event Plan

Applications for support *must* be accompanied by a Benefits and Event Plan (BEP). The purpose of the BEP is to demonstrate the event's ability to 'succeed' and the degree to which the event meets the objectives of the fund. The clearer and more detailed the BEP, the easier it will be to make decisions on funding.

Please review the Benefits and Event Plan Guidelines for assistance.