



# Free Sports Expo Registration Form

Date: Thursday 28th March – Saturday 30th March 2019

Time: 9.00 am – 5.00pm daily

Venue: Heritage Toowoomba Royal Show, Glendale

## Getting involved in the Free Sports Expo will give you the opportunity to promote

Your organisation/club and be a part of the only Royal Show in Queensland, brought to you by the Royal Agricultural Society of Queensland (RASQ).

### Important Information:

- Organisations will be allocated an activity site or display area. Details of this will be provided prior to the event;
- Organisations conducting activities/displays must be available for pre-set up prior to 8.45am. Shipping container will again be available for organisation participating to secure equipment overnight;
- Activity providers are to provide staff/volunteers for the duration of each day 9.00am – 5.00pm and post event to dismantle your activity/display;
- Vehicle entry passes may be available upon request for organisation brining in large amounts of equipment. Vehicles are to be removed from within the showgrounds and parked in the designated car park area by 8am daily or risk your vehicle being towed;
- All rubbish must be removed from each site at the conclusion of the day;
- Should your organisation/club undertake activities (come and try etc), these need to be conducted in a safe and controlled manner;
- To participate your organisation must have Public Liability Insurance. You will need to provide RASQ with a copy of the organisations Certificate of Currency for your registration to be complete.; and
- All registration forms will be considered, the RASQ will inform accepted organisations/clubs by either phone or email. Confirmation details will include:
  - participation date/s and times;
  - set up requirements;
  - site map;
  - entry passes and
  - equipment delivery details (if required).

### Mega Prize Draw

Young people will have the opportunity to enter into the Mega Prize Draw competition, there will be one prize drawn at the conclusion of the show. We would request your organisation/club to contribute a sporting item/s to include in the prize pack. This is a fantastic opportunity to promote your organisation/club.

### Registration Form

Please send your completed registration form and a copy of your current Public Liability Insurance certificate to the Event Coordinator at insert email./postal address





## Registration Form

Organisation Registration Details				
Organisation Name				
Contact Person				
Contact Numbers	Phone	Mobile		
Postal Address				
Email				
Requested Space Please note you can have either an allocated outdoor space or time on the energise stadium	Outdoor space <input type="checkbox"/> Outdoor display space <input type="checkbox"/> Space dimensions required An officer will be in contact with you to discuss specific requirement			
Please specify any equipment you proposing to bring e.g. inflatables				
Certificate of Currency All Organisations participation in the free Sports Expo are required to provide a current copy of this document.	Email <input type="checkbox"/> Fax <input type="checkbox"/> Post <input type="checkbox"/>			
Entry Passes Required Enter the number of passes required. (You may have a mix of one and three day passes.)	Thursday	Friday	Saturday	3 Day Passes
Vehicle Passes Issued on a case by case basis for equipment delivery only.				
Confirmation Letter / Entry Passes	Post <input type="checkbox"/> Pick up <input type="checkbox"/> Indicate preferred method to receive letter and entry passes			
Questions / Comments				

The Organisation, by its authorised representative, offers to participate in the event on the terms outlined in this form. The person signing agrees that they have the appropriate authority to sign on behalf of the Organisation.

Name:

Signature:

Position:

Date:

