



Community Day 2024

Sunday 25th August

8am – 1pm

Important Information:

- Date:** Sunday 25th August 2024
- Venue:** Centenary Park
- Registrations Due:** Before or no later than 4pm Monday 12th August
- Site Charges:** **Option 1: 3 x 3m site for Non-Profit:**
Non-Profit Individual or Organisation or Community Group
(Eg. School, Girl Guides, Cancer Council, SES etc)
Non-powered site—\$20.00 | Powered site—\$30.00
OR
Option 2: 3 x 3m site for Profit: ALL MARKET STALLHOLDERS
Non-powered site—\$40.00 | Powered site—\$50.00
*** All STALL charges will be confirmed by Prospect Community Services Staff.**

Booking Information:

To secure your site, please send payment/receipt, registration form and a **current** Certificate of Insurance to info@prospect.org.au or deliver in person to Prospect Community Services, 3 Powell Lane, Charters Towers.

PLEASE NOTE: This is the responsibility of the Stall holder to provide a copy of Certificate of Insurance.

Late registrations will only be accepted at the discretion of Prospect Community Services.

Prospect Community Services are **not** able to guarantee sites or special requests.

A letter will follow with further details of the event times and your allocated site once registrations are complete.

If you have any further enquiries, please do not hesitate to call us on 4787 4797.

Payment Options:

Please include a copy of your payment receipt with registration form to secure your booking. Sites **ARE NOT** secured until payment is received.

Direct transfer:

Bank: Qld Country Bank
BSB: 654-000
Acc No: 64157635

Cheques to:

Prospect Community Services Ltd
PO Box 207
Charters Towers Qld 4820

Ref: Stall Registration Name or Invoice No

Cash to: (Note – no EFTPOS)

Prospect Community Services
3 Powell Lane, Charters Towers

* A receipt will be issued to stallholder upon receiving cash payment.

Registration Form:

Name/Contact Person: _____

Organisation (Stall registration name): _____

Email Address: _____

Postal Address: _____

Suburb/Town: _____

Postcode: _____

Telephone Number: _____

Number of sites required (1 site = 3 x 3 metres): _____

Stall/Activity Details: _____

Do you require a Tax Invoice for your stall: Yes / No

**** POWERED SITES ARE LIMITED & WILL BE ALLOCATED ON A FIRST IN BASIS ****

Do you require Power? Yes / No

Are you supplying your own generator? Yes / No

Appliances requiring power (please be as specific as possible – including voltage for power allotment): _____

*** Frequently Asked Question: Can I have the same site as I have had in previous years?**

A: While we try our best to accommodate these requests, we can't always keep stallholders in the same location as previous years. The site numbers change from year to year and with more than 200 sites to allocate, we need stallholders to be flexible.

Sites will be allocated on a first in, first served basis.

PUBLIC LIABILITY INSURANCE

** Please note Prospect Community Services **WILL NOT** be accepting registrations
without a Certificate of Insurance. **

Please attach a copy of your Certificate of Insurance

Name of Insurer: _____

Policy Number: _____

Date of Expiry: _____

Sum Insured: _____



ACKNOWLEDGEMENT / INDEMNITY / AUTHORITY TO BIND

I / we confirm we are covered by our own insurances (unless indicated above and No has been circled), all our electrical equipment has been tested and tagged and I/we are the person/s authorised by the organisation/group/company to make this booking and host this stall/activity.

Further, I / we understand Prospect Community Services (PCS) is not responsible for, or gives any assurances that; the event will be successful or profitable or will proceed.

Therefore, I / we indemnify and hold harmless PCS of, and from, all claims, demands, losses, causes of action, damage, lawsuits, judgments, including legal fees and costs that may arise as a result of this event.

I/we will apply and obtain any relevant permits and I/we will clean up after the event and leave the area tidy and rubbish free.

Signed: _____

Date: _____

Print Name: _____