

EVENT REGISTRATION FORM

Annual, One-Off & Major Events

Please complete this form in full for your Events inclusion on the City of Mount Gambier's database of Community Events. Please also attach any further relevant information such as poster or flyer. Events are listed on our website, published in a weekly diary of Events in The Border Watch. Completed forms should be returned to the Event Support Division, located at The Lady Nelson Visitor Centre. See below for full details. Please note that regular events (ie. monthly) are not eligible for listing & should be registered at sacommunity.org

Event Details

Event Name: (for publication)

Description of Event: (please circle relevant category below)

Arts & Handicrafts Community Conference Festival Film Food & Wine Markets Performing Arts Sport

Start Details:	Day	Date	Start Time	Finish Time
Finish Details: (if multiple day event)				

Venue		Entry Costs	
Venue Name:		Free Event?	Yes/No
Venue Address:		If entry charges apply, please specify	

Please provide a description and program of the event (ie. start & finish times for each day of the event).
Please attach any further information.

Organisation Contact Details

Full Organisation Name:	
Contact Person & title: (ie. president/secretary)	
Organisation Postal Address:	
Contact Number:	Email Address:
Web Address: (if applicable)	

Authorisation

I authorise City of Mount Gambier to retain the information. I understand the information may also be provided to one or more third parties.
I declare that the information provided is correct and agree to immediately notify Council should any changes occur.

Submitted by:	Signature:	Date:
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Office Use Only

Entered By:	Date:	TBW:	CMG Website:	ATDW:
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THE LADY NELSON VISITOR & DISCOVERY CENTRE

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