



BLANCO
FOOD & EVENTS

Botanic Park Event Registration

Name of event				
Date				
Time required	From:		To:	

Organisation			
ABN			
Name of insurer			
Policy number		Sum	\$
Contact person			
Billing Address			
Daytime Number		Mobile	
		Fax	
Email Address			

Proposed function	Corporate	Private	Community	Wedding
Number of people	Adults		Children	
Please circle relevant requirements				
BBQ	POWER	MARQUEE	JUMPING CASTLE	
VEHICLE ACCESS	GENERATOR	TOILET	AMUSEMENT	
OTHER				

Blanco Catering
PO BOX 2669
Kent Town
ADELAIDE SA
5072



Botanic Park is an extension of the Botanic Gardens of Adelaide and has the most magnificent collection of trees which are of major significance to the community of South Australia. The preservation of the Park should always be top of mind when considering booking for your special event. There are a number of associated costs in managing Botanic Park, fees charged cover not only the management of the event but for the maintenance of Botanic Park for generations to come, please refer to the fee structure below when formulating costing for your event.

Administration Fee: A \$100.00 administration fee will be charged for all bookings.

Site Fee: First 50 people are free, then \$2 per person above 50.

Irrigation mark out Fee: Wherever pegging is required for large infrastructure the underground irrigation system is to be avoided by the area being mapped.

Power Access Fee: Power is available from two power boxes. 3 Phase is available

Classgrounds Facilities Fee: Should you require to utilise the Botanic Gardens facilities along plane tree drive a cleaning and restocking fee is applicable to all bookings.

Vehicle Access Permit Fee: Where registered vehicles require access to Botanic Park a permit is required. Please ask Blanco Food and Events Venue and Events Coordinator for a permit application forms.

Event Management Fee: If you need to have vehicle access on Botanic Park, use of the power supply or require pegging of marquees/jumping castles, you will require to have a Blanco Food and Event staff member to be present from beginning of set-up, through the duration of the function and to complete pack-down. The Blanco Food and Events staff member is \$45.00 per hour, minimum of 3 hours.

After Hours Event Management Fee: Will require a Blanco staff member to be present of \$45.00 per hour and 2 Adelaide Botanic Garden horticultural staff members who are required to be present after hours for the duration of the event which are \$65.00 per hour. Minimum of 3 hours.

Fee Structure		
Administration Fee	\$100 incl. first 50ppl	\$
Number of people	\$2 per person	\$
Irrigation mark out	\$200 per garden	\$
Power access	\$50	\$
Classgrounds facilities	\$110	\$
Vehicle access permit	\$20 per permit	\$
Event staff	\$45 per hour	\$
Horticultural staff	\$65 per hour	\$
Security	\$50 per hour	\$
Total		\$

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Submit your booking form via fax to 08 8223 4412 or
Email (PDF) to botanicevents@blancofood.com.au or
Mail to PO BOX 2669, Kent Town, Adelaide SA, 5072

To secure the booking payment of the administration fee is required. Payments can be made via:

Cheque
Credit card
Electronic Funds Transfer (EFT)

Cheques can be made payable to Blanco Food and Events. For credit card transactions please populate the space below. American express and Diners incur a 3.5% surcharge. For EFT details an invoice will be generated upon receipt of this booking form, bookings will be considered tentative until payment is made.

Should you have any further queries, please do not hesitate to contact Function & Events on 08 8223 4412.

Visa	Master Card
Amex (3.5% S/C)	Diners (3.5% S/C)
Amount	\$

Card Number

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Name on Card

Expiry Date

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Signature of Cardholder

Date: _____



Please tick if you require bank details for EFT.