BHMG Club Activities, Fundraising and Event Application Form_20261029

For Club Days, Training Night Fundraising, Club Carnivals, Clubroom Fundraising Functions, Raffles and Similar Activities

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Major Event Screening

Is this a Major Event or Tournament?

Examples include:

- State Championships
- National Championships
- Association Carnivals
- Representative Carnivals
- Schools Championships
- Events expected to attract more than 250 attendees

☐ Yes

☐ No

If Yes, do not complete this form. Complete the Major Event and Tournament Application Form.

Applicant Details

Club / Organisation:

Contact Person:

Position:

Email:

Phone:

Activity Type

Please select the activity being proposed:

☐ Club Day

☐ Training Night Fundraising

☐ Club Carnival

☐ Clubroom Fundraising Function

☐ Raffle / Art Union

☐ Other (please specify)

Activity Details

Activity Name:

Purpose of Activity:

Proposed Date(s):

Commencement Time:

Finish Time:

Location at Brisbane North Hockey Centre:

Expected Attendance:

Food and Beverage Activities

Will food be prepared, sold or distributed?

☐ Yes

☐ No

If yes, provide details:

Will beverages be sold or distributed?

☐ Yes

☐ No

If yes, provide details:

Will an external food vendor attend?

☐ Yes

☐ No

If yes, provide details:

Raffle / Art Union Details

Will a raffle or art union be conducted?

☐ Yes

☐ No

If yes, complete the following:

Ticket Price:

Number of Tickets:

Prize Details:

Prize Value:

Draw Date:

Signage and Sponsorship

Will sponsor, promotional or temporary signage be displayed?

☐ Yes

☐ No

If yes, provide details:

Sponsor Name(s):

Type of Signage:

Proposed Location(s):

Alcohol

Will alcohol be requested as part of the activity?

☐ Yes

☐ No

If yes, provide details:

Note: Approval of this application does not constitute approval for the sale, supply or service of alcohol. Any alcohol-related activity must comply with the current Kedron Wavell Alcohol Procedure and applicable liquor licensing requirements.

Amplified Sound

Will amplified sound be used?

Examples include:

- Public address (PA) systems
- Speakers
- Music systems
- DJs
- Microphones
- Announcer systems

☐ Yes

☐ No

If yes, provide details:

Description of Equipment:

Time Sound Will Commence:

Time Sound Will Cease:

Purpose of Amplified Sound:

Note: Amplified sound is generally prohibited unless expressly approved. Activities involving amplified sound may require additional approvals and should generally be submitted at least 21 days prior to the proposed activity.

Risk and Compliance

The applicant acknowledges and confirms:

☐ All food safety requirements will be met.

☐ All workplace health and safety requirements will be met.

☐ The activity will comply with all BHMG policies, procedures and approval conditions.

☐ The activity area will be left in a clean and tidy condition.

☐ Any damage, incidents or hazards will be reported to BHMG.

☐ The activity will not commence until approval has been received.

Declaration

I certify that the information contained in this application is true and correct.

I understand that:

- Approval must be obtained before the activity proceeds.
- Approval of an activity does not automatically approve alcohol service.
- Approval of an activity does not automatically approve amplified sound.
- BHMG may impose conditions, refuse approval or withdraw approval where necessary.
- Additional information may be requested as part of the assessment process.

Applicant Name:

Signature:

Date:

BHMG Use Only

Application Received:

Reviewed By:

Date Reviewed:

Decision

☐ Approved

☐ Approved Subject to Conditions

☐ Further Information Required

☐ Declined

Conditions / Comments

Approval Officer

Name:

Position:

Signature: