

# Club Marquee Application

## 2018/19 TRIATHLON SEASON

### ***Terms and Conditions***

To qualify for a site at any 2XU Triathlon Series race during the 2018/19 season; a club will have to satisfy the following conditions:

#### **Booking a site**

- A minimum of 15 registered members from the club in question must have entered into each event they intend to have a marquee at.
- Clubs need to provide Fairfax Events & Entertainment with the completed form no later than two weeks prior to the event they are planning on competing in. If you are signing up for the entire series the completed form needs to be in by **Friday 2<sup>nd</sup> November 2018**.
- Email a copy of **Public Liability Insurance**
- Priority will be given to clubs that book first and fulfil the above requirements

#### **Marquee Set-up**

- All marquees must be set up the day prior to the event between 10:00am – 3:00pm. Under no circumstances will marquees be allowed to setup on the day of the event or outside these specified times.
- Upon arrival at the venue on Saturday, please contact the Fairfax Events & Entertainment Site Manager (0448 813 433)
- Vehicles are not permitted to drive onto grass at any venue during any of the events.
- The marquee is to be erected in the allocated club marquee area, complying with any requests from Fairfax Events & Entertainment staff regarding its location.
- Star pickets must not be inserted into the ground within 0.5m of any underground services. These areas will be marked out prior to your arrival. If unsure, please check with a Fairfax Events & Entertainment staff member as any damage resulting from not adhering to this guideline will be at the cost to the Club.

#### **Equipment Required**

- The maximum marquee size permitted is 6m x 3m. Marquees larger than these dimensions must be approved by Fairfax Events & Entertainment.
- All marquees are to be secured to the ground using 4ft – 6ft star pickets (a minimum of 1 picket per leg) driven at least 30cm into the ground and fastened to the marquee with a minimum of 4 x thick cable ties per leg. Alternatively, clubs may use weights (at least 20kg) on each marquee leg with ropes/straps tying them down to the roof. Standard tent pegs are not adequate. The Club is to supply all equipment required to erect, secure and dismantle the marquee.
- Club sponsor signage is only permitted if it is small in size (less than 1m x 1m) and does not conflict with any event sponsors, at the discretion of the Fairfax Events & Entertainment Sponsorship Manager.

#### **Whilst on Site**

- If poor weather conditions are forecast the night prior to the event; clubs are asked to set up their marquees and secure them, but not raise them up. By keeping them low they will not catch as much wind and the pole legs are stronger. Alternatively, clubs can set up the marquees without the roof and then put the roof on Sunday morning. This will help alleviate any issues with damaged marquees overnight prior to the event.
- If weather conditions are such that the Fairfax Events & Entertainment Event Director deems it unsafe for marquees to be erected, they must be taken down immediately when requested by a Fairfax Events & Entertainment staff member.
- At the conclusion of the event all rubbish must be placed in the bins provided.
- Fairfax Events & Entertainment does not take any liability for the damage or loss of equipment at the 2XU Triathlon Series.
- Fairfax Events & Entertainment reserves the right to request re-positioning or removal of any marquee should they be deemed to impact on the operations of the event itself.

# Club Marquee Application Form

## 2018/19 TRIATHLON SEASON

<b>Name of Club:</b>		
<b>Contact Name:</b>		
<b>Mobile:</b>		
<b>Email:</b>		
<b>Events:</b>	<input type="checkbox"/> Challenge Shepparton (Sunday 11 <sup>th</sup> November, 2018) <input type="checkbox"/> Race 1: Elwood (Sunday 25 <sup>th</sup> November, 2018) <input type="checkbox"/> Race 2: Sandringham (Sunday 9 <sup>th</sup> December, 2018) <input type="checkbox"/> Race 3: St Kilda (Sunday 13 <sup>th</sup> January, 2019) <input type="checkbox"/> Race 4: Elwood (Sunday 3 <sup>rd</sup> February, 2019) <input type="checkbox"/> Race 5: Portarlington (Sunday 17 <sup>th</sup> March, 2019) <input type="checkbox"/> Race 6: St Kilda (Sunday 31 <sup>st</sup> March, 2019) <input type="checkbox"/> Challenge Melbourne (Sunday 14 <sup>th</sup> April, 2019)	
<b>Estimated number of club competitors per event:</b>		
<b>Marquee Size</b>	<b>Frontage (m):</b>	<b>Depth (m):</b>
<b>Sponsor signage details (if applicable)</b>		

I have read and agree to the Terms and Conditions set out in this document

I have included our Public Liability Insurance

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please email the completed application form to:

**Rey Berkin – Operations Manager**

[rey.berkin@fairfaxmedia.com.au](mailto:rey.berkin@fairfaxmedia.com.au)

0497 106 966

Level 4, 80 Market Street

South Melbourne, VIC 3205