



# PERTH 2017

## HERITAGE DAYS

14-15 OCTOBER 2017

Please provide your proposed activity details below. Respond to ALL questions, even if it is to say 'not applicable' so we can be sure we have all relevant information about your activity.

<b>ACTIVITY TITLE</b>	<i>Your suggested name for your activity. This is not the name of your venue.</i>
<b>ACTIVITY LOCATION</b>	<i>Name and address where your activity will be held.</i>
<b>STATE HERITAGE REGISTRATION</b>	<i>Please advise if your venue, or the venue where you are holding your activity, is a State Heritage registered building.</i>
<b>VENUE / ACTIVITY CONTACT</b>	<i>Name:</i> <i>Position:</i> <i>Phone:</i> <i>Mobile:</i> <i>Email:</i>
<b>MEDIA CONTACT</b>	<i>Only required if different from the contact name above.</i> <i>Name:</i> <i>Position:</i> <i>Phone:</i> <i>Mobile:</i> <i>Email:</i>
<b>ACTIVITY OVERVIEW</b>	<i>Please describe your activity. Keep descriptions to a maximum of 60 words.</i> <i>Additional information can be attached in a separate document.</i>

<b>PUBLICITY PHOTOGRAPHS</b>	<i>High resolution photographs (1MB) are required for the program and publicity. Please advise if none are available.</i>
<b>CATEGORY</b>	<i>Please choose from one of the following:</i> <input type="checkbox"/> Exhibition <input type="checkbox"/> Open Building <input type="checkbox"/> Talk <input type="checkbox"/> Workshop <input type="checkbox"/> Walk – guided or self-guided <input type="checkbox"/> Other (please provide a suggested category)
<b>DATE(S)</b>	<i>Date or dates of your activity</i>
<b>TIME(S)</b>	<i>When your activity will be held</i>
<b>BOOKINGS &amp; BOOKING CAPACITY</b>	<i>Does your activity require bookings? Do you want bookings to be managed by Heritage Perth or direct through your own system?</i> <input type="checkbox"/> Bookings not required <input type="checkbox"/> Own bookings <input type="checkbox"/> Heritage Perth  <i>What is the booking capacity of your activity/venue?</i>
<b>FACILITIES</b>	<i>Please advise if your venue / activity provides the following facilities.</i> <input type="checkbox"/> Disabled access <input type="checkbox"/> Pram access <input type="checkbox"/> Toilets <input type="checkbox"/> Refreshments
<b>PHOTOGRAPHS ALLOWED</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>QUERIES</b>	<i>Contact details for general public enquiries.</i> Phone: Email:
<b>NUMBER OF PROGRAMS YOU REQUIRE</b>	<i>How many programs do you require for distribution prior to and during Perth Heritage Days?</i>

Please contact any of the Perth Heritage Days 2016 Team.

**RICHARD OFFEN: Executive Director**  
**LEIGH BARRETT/EMMA BANKS: Executive Officer**  
**MARIJA JELAVIC: Event Manager**  
**GINA CHURCH: Media Liaison**

**W: 9461 3244**  
**W: 9461 3332**  
**M: 0419 993 789**  
**M: 0409 299 220**

***PLEASE NOTE:*** submission of this document does not guarantee participation. Your proposed activity will be reviewed by Heritage Perth for the appropriateness for inclusion in the 2016 Perth Heritage Days program.