



Marquee Information

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General Information

The Games Marquee Village at Albert Park is located adjacent to the Pits Buildings and has become a popular spot for teams to get together during the Games weekend.

Availability is on a first in basis and space is limited. A site position may be requested, however, it is also on a first in basis.

Sites are secured by signing and forwarding a Site Agreement with **payment** to the Corporate Games. The Site Agreement is available on the Games website or by contacting the Games office. The deadline is November 12.

In order to better manage the site and provide companies with as many options as possible, the Games has established the following guidelines which are part of the Site Agreement and by which companies must abide.

There is a site fee of \$550.00 (inc GST) for a 10mx10m site + \$500.00 refundable bond. The site fee includes toilets, security, and a limited number of rubbish bins.

We recommend you contact Marcus at Quality Event Hire on 0428 367 200 for marquee hire. However you may use the hire company and caterer of your choice.

If you have any questions or need further information please do not hesitate to call contact Walt on 1300 301418 or info@corporategames.net.au

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Site Agreement Summary

The Site Agreement is available on the 'Celebrations' page of the Games website or by contacting the Games office.

The deadline for reserving a site is November 12.

(a) The Site Agreement may be issued to the company using the site, or a marquee supplier/hirer, or an agency. It will then be up to the agreement holder to manage all aspects of the site. The Games liaise with only this company.

(b) It will be the responsibility of the Site Agreement holder to comply with the outlined procedures and requirements.

Non-refundable payment of \$550.00 (inc GST) for each 10mx10m site, covering:

- Parks Victoria site fees
- Management of general area including:
 - (a) One large rubbish dumpster
 - (b) Two rubbish bins per site
 - (c) Three portaloos
 - (d) Security Friday, Saturday & Sunday nights from 6pm to 6am.

Refundable deposit of \$500.00 site covers:

- Assurance that the below are adhered
- Any fees assessed by Parks Victoria attributable to a marquee site.
- Any cost to the Games for patrolling area and picking up rubbish.

The Games will monitor which marquees have not picked up their rubbish and any subsequent cost associated with picking up the rubbish will be assessed against their bond.

Failure to comply with the following for any reason will result in forfeiture of deposit:

- Any violation of Parks Victoria site requirements. (Ignorance of site requirements will not be an excuse, with it being the responsibility of the Site Agreement holder to become aware of all Parks requirements).

See these requirements at www.corporategames.net.au/aus/celebrations.shtml. This includes, but is not limited to ascertaining if stakes or spikes are allowed to be used in the marquee area and regulations in regard to the serving of food and alcohol.

- All tents must be predominantly white.
- All sites must have rubbish roller bins as follows:
 - (a) Two additional (4 total), if catering is part of planned activities
 - (b) Plus one (1) additional for each 50 people expected over 100
 - (c) All bins must be emptied at the end of each day (Saturday evening and Sunday evening) into the rubbish dumpster.

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- Set up period:
 - (a) Friday November 21 (7am) to Saturday November 22 (8am)
 - (b) Bump out Monday November 24
- Failure to complete set up and deliver catering and other materials or remove tents within the designated time periods.
- Any deviation from site plan as supplied by Games.

In order to secure a site the hirer must:

Pay the refundable bond \$500.00, plus \$550.00 (inc GST) non-refundable site fee.

Sites available on a first in basis.

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Insurance and Security

The Games takes no responsibility nor will accept any liability with respect to activities undertaken regarding the set up and removal of equipment and any activity associated with having a marquee. Any losses, damage or injury suffered as a result of having a marquee, or activities associated with having a marquee, are to be covered by the holder of the Site Agreement.

Security will be undertaken by a reputable company, during the times specified, but the Games takes no responsibility for any damage, loss or injury at any time.

Access to Marquees

No vehicles are allowed access to, or to park in, the marquee area outside the set up period. Parking is only allowed along Aughtie Drive in accordance with posted signs. Special access to marquee area outside of set up period for catering or other purposes must be arranged with the Games ahead of time.

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