



Sporting Event and Fitness Training Application Form

Before you complete this application form, make sure you have:

- Read the [Terms of use](#).
- Checked with the [Bookings Officer](#) that your preferred location is available and made a tentative booking.

Your booking is not confirmed until you have received written approval.

Contact details

Organisation/Group name: _____

Contact person: _____

Postal address: _____ Suburb: _____

Postcode: _____ Email: _____

Mobile: _____ Daytime phone number: _____

Type of activity

Describe your activity: Fitness training - Personal training or small group fitness

Sporting event - Cross country, fun run, orienteering

Other, please describe: _____

Location

Select your location from the approved locations below:

Broadwalk Vista

Exhibition Ground (after 3pm)

Fraser Avenue Lawn North (October to April)

Poolgarla Parkland

Saw Avenue Lawn East

Other roads and tracks (for sporting events only)

4/8km route

5/10km route

Refer to the website for maps with available route options.

Payment

Full payment must be forwarded with the completed application, refer to the invoice provided for payment options. Fees are published on the website.

Refer to the [Terms of use](#) for more information on payments, cancellations and refunds.

For more information contact the Bookings Officer:

Kings Park and Botanic Garden
1 Kattidj Close, Kings Park
Western Australia 6005

Phone: (+61 8) 9480 3624
Email: bookings@bgpa.wa.gov.au

Fitness training details

Please provide a description of proposed training activities: _____

Approximate number of participants: _____ (not to exceed 25 people)

Day and date: _____ time: _____

Day and date: _____ time: _____

Day and date: _____ time: _____

Day and date: _____ time: _____

Day and date: _____ time: _____

Sporting event details

Description of activities: _____

Day and date of event: _____

Time: from _____ to _____

Please include all time required, including for the set up and break down of your event. Bookings are for a maximum of four hours.

Attendance numbers: Adults _____ Children (under 18 years) _____

If you propose to have a function (e.g. BBQ or picnic) following your event, please complete the appropriate [social](#) or [corporate](#) function application form and advise the Bookings Officer when making your booking.

Equipment and Infrastructure

To protect the park, all furniture and equipment must be approved by BGPA.

All equipment must be freestanding and cannot be staked into the ground, nailed, hung or attached to any structure, tree or plant. The use of park infrastructure (e.g. memorials, park benches) for fitness training is not permitted.

Are you bringing any furniture? Yes No

Tables (how many): _____ Chairs (how many): _____

Other, please provide details: _____

Do you require course markers or control points? Yes No

Course markers and orienteering controls must be freestanding and placed to the edge of the approved track so as not to damage any vegetation.

Are you bringing fitness equipment? Yes No

Gym apparatus such as rowing machines, ropes, weights and other heavy items are not permitted.

Please provide detail of items being used for fitness training: _____

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Power

Are you bringing electrical equipment? Yes No.

PA system (e.g. microphone) Speakers Other: _____

Power outlets are available at selected undercover venues. Please check the output of your electrical equipment beforehand. All sound must be kept to an acceptable level that does not impact on other visitors.

Public Liability and First Aid

Companies and registered persons/organisations require public liability insurance to the minimum value of \$10 million. A copy of the Certificate of Currency must be provided with your application.

All personal trainers or event organisers are also required to provide a copy of their First Aid Certificate or the certificate of the nominated first aid officer for the event.

Checklist

I have completed all relevant information in this application form.

I have enclosed payment details with this booking.

Declaration

In submitting this booking application, the organiser accepts the *Botanic Gardens and Parks Regulations 1999* and all [Terms of use](#). Any breach of the conditions or any other relevant law may result in infringement and / or cancellation of the booking. This agreement is not transferable.

Please return this completed application form to bookings@bgpa.wa.gov.au.

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