

# CHINATOWN LADIES' NIGHT 2022

## TRADER'S APPLICATION FORM

### Dear Chinatown Traders

We are excited to announce that the Chinatown Ladies' Night event will be happening on the evening of Friday 5<sup>th</sup> August 2022! The Shire of Broome would be delighted to have you involved this year.

**REQUEST** - Chinatown traders are invited to host activities in their shops on this evening to form a program of events that people can attend between 4:30PM – 8:00PM. As this is an evening event, late night trading is encouraged.

**INSPIRATION** - Champagne and canapes, cocktails and mocktails, make your own skin care product, mini-mani stations, mini-pedi stations, hair styling demonstration, make up demonstration, fashion parade, live art painting, talk on Pearl Farming, flower arranging demonstration, candle making demonstration, poetry readings etc.

**FINANCES** - The Shire of Broome can offer a contribution of up to \$300 towards the cost of catering or for running an activity for the program. Please note the money can not be used for the purchase of alcohol.

**MARKETING AND PROMOTION** - Marketing and promotion for the program will be coordinated by the Shire of Broome's Place Activation and Engagement Officer, Honey Taylor.

**SUGGESTIONS BOX** – If you have an idea that you would like to see included in the event program (eg evening markets), we want to hear it.

**HOW TO APPLY** - Please submit the trader's application form with itemised budget by 4PM on Tuesday 12<sup>th</sup> July 2022 to [honey.taylor@broome.wa.gov.au](mailto:honey.taylor@broome.wa.gov.au).

### Application Details

Name of Organisation/Business:

Contact Person:

Phone:

Email:

ABN number (if applicable):

Is your organisation registered for GST?

Describe the activity:

Total project cost:

Amount requested (up to \$300.00):

Location (if not inside your shop):

Has your organisation received sponsorship from the Shire of Broome in the last 3 years?

If yes, please provide details of the amount, when the funding was granted and what the sponsorship was used for:

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## Itemised Budget

Please create a simple, itemised budget (as below) to submit with this form.

Item	Cost	In-Kind/Sponsorship
<b>TOTAL</b>		
<b>REQUEST (up to \$300.00)</b>		

Please include evidence of \$10 million public liability insurance cover (Certificate of Currency) with your application

Return your completed application form using one of the following options:

1. Email to [honey.taylor@broome.wa.gov.au](mailto:honey.taylor@broome.wa.gov.au)
2. Post to Honey Taylor, Shire of Broome, PO Box 44, Broome WA 6725
3. Hand deliver to Shire of Broome Administration Office, 27 Weld Street, Broome

Any questions? Please contact Place Activation & Engagement Officer Honey Taylor on (08) 9191 8764 or [honey.taylor@broome.wa.gov.au](mailto:honey.taylor@broome.wa.gov.au)

**Applications Close**  
**4:00pm Tuesday 12<sup>th</sup> July 2022**

Date:

Signature:

Position:

Name:

## Bank details for EFTPOS Transfer

Bank BSB number: \_\_\_\_\_/\_\_\_\_\_

Bank Acct Number: \_\_\_\_\_

Account name: \_\_\_\_\_