

**BOOKING CONTRACT**  
**'National Youth Week Launch'**  
**4.00pm – 10.00pm Friday April 1<sup>st</sup>, 2011**  
**Reddacliff Place/Brisbane Square & Queen St Mall,**  
**Brisbane QLD**

**You MUST reply to this booking contract in order to confirm your agreement to the performance booking conditions set out herein.**

**Performance Details**

You are performing at The National Youth Week Launch Brisbane on April 1<sup>st</sup> 2011. A schedule of playing times will be made available to you shortly. A representative of your group will need to report to the **EVENT SITE OFFICE**, located at Reddacliff Place/Brisbane Square, at least **45 minutes** before your playing time and to the appropriate Stage Manager (as directed by staff at the **EVENT SITE OFFICE**) **20 minutes** before your performance time.

**Parking**

Park will be available at the King George Square car park (access from Adelaide St). You're group will be provided with one (1) parking permit when you report to the **EVENT SITE OFFICE**.

**Vehicle Access**

If you need access to load in or out, please contact the Event Management Team at [lisa.lennon@brisbane.qld.gov.au](mailto:lisa.lennon@brisbane.qld.gov.au) with your requirements.

You must adhere to these conditions & cooperate with the Event Management Team in regards to bump in & bump out procedures.

**Merchandise Tent:**

A Merchandise tent will be in operation on the event day.

- Event staff members will be designated to help run and monitor your merchandise
- All items of merchandise will be required to be crossed check by 1 x staff member and 1 x performer/artist member once you check in via site office (This is to ensure that we have accounted for all items)
- Staff members will be assisting in the cash flow & cash handling for all items
- You will need to provide signage regarding pricing, items etc.

**Public Liability Insurance**

**The National Youth Week Launch Event 2011** Activities will be covered under Brisbane City Council public liability insurance for accident, claim or activity including property damage, public risk and injury that result from the Activity.

Artists and performers are encouraged to secure their own personal/professional indemnity insurance.

Brisbane City Council will not be held liable for any damage or injury sustained as a result of participation in this event.

**Publication of Film and Photography**

You will need to provide authorisation for use of event video/still/audio documentation to promote Brisbane City Council for general publication. The copyright ownership of the photograph/s and film/s will be retained by Brisbane City Council and the documentarian; copies can be made available to the performers upon request. Media Consent & Release forms are included with this booking contract. Please return the form signed with this booking contract.

**Cancellations Policy**

In the event of unsafe weather conditions, as deemed by the event management team in accordance with the event risk management plan, the National Youth Week Launch event will be cancelled. All acts will be notified in this instance as soon as is feasible. If you need to cancel your booking with this event, the Event Management Team will require 48 hours notice.

**Other Conditions:**

- This is a drug and alcohol free event.
- As this is a youth event being held in public space, we ask that coarse language be kept to a minimum.
- Food and water will be provided to all artists involved with this event.

Please sign and fax to (07) 3403 0186 ATT: Lisa Lennon by **Wednesday, 23<sup>rd</sup> March 2011**.

*Name of act/s:* \_\_\_\_\_

*Please sign:* \_\_\_\_\_

*Print Name:* \_\_\_\_\_