



PROGRAM EVENT REGISTRATION FORM

The Jumpers & Jazz in July Management Committee invite you to register your event/s for the 2022 festival.

FESTIVAL VISION | Queensland's quirkiest and most vibrant hallmark winter festival.

Festival Purpose: To support the Southern Downs community's creative engagement and visitor economy.

"To be a nationally acclaimed festival known for its quirky, cutting edge yarn bombing, live jazz and winter, country experiences".

(Strategic Revitalization Plan 2022 – 2026)

OUR UNIQUE SELLING POINTS:

- Yarn Bombing and Tree Jumper Competition
- Jazz music genre
- Winter Country Experiences

IT WAS CREATED TO:

- Create community ownership through a fun and entertaining way of using the new look streetscape,
- Boost economy - grow tourism visitation and retail activity in a shoulder season by creating a bright and colourful atmosphere during a 'dull' time of year, and
- Increase participation in the arts – to generate creativity, increase community participation in arts and share textile art with more people

THEMES:

Uniquely quirky, colourful, eclectic and retro

Arts

Jumpin Jazz

Winter

Country

Community

APPLYING TO REGISTER AN EVENT - Please complete:

PART A (Business/Group Contact Details + Terms + Agreement)

PART B (Event Information - each event must have its own form - make copies of a blank form)

By registering your event/venue and paying your registration fee you will be included in the Festival's official program and receive all the benefits of being part of the Festival program. Benefits include –

- Listing in the Festival's printed and online program.
- Listing on the Festival website and social media platforms.
- Strategic ADVICE AND SUPPORT from the Festival Management Committee in organising your event (if requested) and also assistance with sourcing affordable and appropriate musicians for your event.
- ACCESS to the Festival's Official Participant Logo and media templates for event promotion.
- INCLUSION, where possible, in media activity, across print, social and digital platforms, conducted by the Festival Management Committee.

IMPORTANT

All Event/Venue Applications for Registration are subject to review by the Jumpers & Jazz in July Festival Programme Committee. The Committee must approve an event for it to be included in the official program. Events are approved on the condition that they are consistent with CRITERIA DEVELOPED FROM OUR UNIQUE SELLING POINTS and approved themes (page 1)

All successful event/venue registrations will incur an event/venue registration fee. The fee structure is as follows:

Business/Corporate sector	Community/not for profit organisations
1-2 events - \$150 (plus GST)	1-2 events - \$100 (plus GST)
3-6 events - \$250 (plus GST)	3-6 events - \$200 (plus GST)
7 or more events - \$400 (plus GST)	7 or more events - \$250 (plus GST)

Payment of registration fees is **not required** until applications have been reviewed by the Committee. You will receive notification that your application has been successful. All payment details, with total fees applicable, will be provided by invoice (via email) by the Festival Committee upon successful review of the application for registration. Payment options will be Direct Deposit, Cash or Cheque.

TERMS AND CONDITIONS

Full Terms and Conditions are listed on page 3 of this document.

To register your 2022 Jumpers & Jazz in July event/s please complete sections A and B and return the completed document by **5pm on Monday 28 March, 2022 to:**

MAIL: PO Box 1264 Warwick QLD 4370

EMAIL: jumpersandjazzinjuly@gmail.com

DELIVER: Warwick Art Gallery 49 Albion Street Warwick QLD (place in the JJJ festival box in the foyer)

Check list

- Completed section A, including reading the Terms and Conditions and signing the Declaration
- Completed one Section B (Parts 1 – 5) form for each individual event
 - Attached a copy of Certificate of Currency for Public Liability Insurance
 - Please ensure your event has the applicable food and/or beverage licensing and permits. These may need to be sighted. **COVID Safety Checklists may be required prior to final approval if required by Qld Health.**

SECTION A: BUSINESS/COMMUNITY GROUP CONTACT DETAILS + TERMS + AGREEMENT

Contact Person			
Business/Organisation Name			
Address			
Town		Post Code	
Email Address			
Website Address			
Phone Number (Business Hours)			

TERMS AND CONDITIONS

1. The Committee reserves the right to restrict and/or reject an application for registration of an event/venue if it does not demonstrate the ability to be consistent with the Festival's **UNIQUE SELLING POINTS: textile art, live jazz and winter in the country.**
2. Once events have been approved, an invoice will be sent for the appropriate amount. This invoice must be paid by the due date prior to being included in the program publication.
4. Applications for registration close at 5.00pm on **Monday 28 March 2022**
5. Cancellations of applications for registration – by Friday 8 April to receive a refund of the registration fee. No refund will be available after this date as the details will have been submitted to the graphic designer for program development.
6. The Committee will provide various avenues for the marketing and promotion of all registered events; however the Committee is not responsible for the ill-attendance, failure or cancellation of registered events within the Festival program.
7. The Committee requires all participating registered events to abide by the following framework when conducting any marketing or promotion of events/venues.
 - a. Participating events/venues may only use the 2022 Official Festival Participant Logo and media templates as provided by the Committee upon successful event registration.
 - b. Participating events/venues may not use any of the following - key images, backgrounds, patterns or logos featured in the current year's printed, digital or social marketing collateral, Festival website or banners unless artwork has been approved for use by the Committee (1 week notice required)
 - c. Participating events/venues may not use the word 'sponsor', nor refer to themselves as a 'sponsor', in any marketing and promotion unless they have accepted a sponsorship opportunity offered by the Committee in the current year.
8. The Committee requires all Festival participants to provide certificates of currency for all applicable insurances, specifically public liability and may request food/beverage licences where appropriate. You are encouraged to seek advice on current **COVID restrictions and regulations.** **Checklists** will need to be provided with payment of your event listing fee if applicable at the time. Please contact us if you need any assistance with this.

DECLARATION

I have read all Terms and Conditions for the 2022 Jumpers and Jazz in July Festival, as well as instructions and requirements outlined throughout all sections of the Event Registration Form and agree to abide by these. I also agree that any/all Committee decisions, directives or requests regarding these conditions are final and binding.

Name			
Signature		Date	

SECTION B: EVENT DETAILS (*Please Copy this page and fill out one form for each of your events*)**1. Event details**

Event Name (e.g. Jazz on the Platform)			
Event Start Date		Event End Date	
Is your event on every day of the festival? YES <input type="checkbox"/> NO <input type="checkbox"/> (If your event runs every day AND it is exactly the same every day it will qualify as a single event. This means it will only require one listing in the program) it will be added to the "every day event listing page"			
Event Start Time		Event End Time	
Venue Name			
Address			
Town		Phone Number	
Email Address			

2. What type of event are you having?

Jazz Concert		Restaurant & Band		Café & Band	
Jazz Concert with food & drink available		Outdoor event		Workshop	
Jazz performance including food in the price		Art/Craft Exhibition		Pop up art/craft shop	
Craft Market		Other (write description)			

3. Ticket information

The event is free <input type="checkbox"/>			
Adults		Concession	
Child	(provide detail e.g. "under 6 free")		
Family			
Tickets must be pre purchased <input type="checkbox"/> Tickets available at the door <input type="checkbox"/>			
Tickets available online at www_____ <input type="checkbox"/>			

Due to the early interest of festival visitors to secure tickets to various events in the calendar, we strongly encourage event hosts to make tickets available for online purchasing. This reassures visitors they can secure tickets to chosen events, but also helps event organizers by ensuring ticket sales ahead of the event. Takes the 'guess work' out of everyone. Our signature events will be listed with warwicktickets.com.au

4. Event description

Describe your event. This text will be used to promote your event across all media platforms. Please **do not** use dot points. Write in complete sentences and SELL your event. **35 word maximum.**
PLEASE NOTE: We may need to edit this information further for your program listing. Event organisers will be sent their listing to proofread prior to program printing.

5. Event promotion

When your event application is approved, your registered event will become part of the official Jumpers & Jazz in July Festival program and as such you will receive advertising and editorial support across a number of media platforms. However, the Committee strongly recommends that you undertake marketing and promotion of your own. The success of your event will depend on a good marketing mix to reach locals and visitors. Whilst every consideration is given and the Committee will offer various avenues for promotion of your event, self- promotion, within the Festival's promotion and marketing guidelines as listed on page 3, is strongly recommended.

What additional type of advertising will you be using?

<input type="checkbox"/> Poster	<input type="checkbox"/> Flyer	<input type="checkbox"/> Newsletter
<input type="checkbox"/> Website	<input type="checkbox"/> Magazine advertisement	<input type="checkbox"/> Newspaper Advertisement
<input type="checkbox"/> Facebook	<input type="checkbox"/> Radio	<input type="checkbox"/> Television
<input type="checkbox"/> Other (describe)		

Please email the Committee any **media releases** about your event and **tag Jumpers and Jazz** in July when making social media posts. Remember you must not use the Jumpers & Jazz in July logo and/or design elements without prior approval by the Committee.

Jumpers and Jazz in July Inc Management Committee are looking forward to working with you in 2022. contact Details: PO Box 1264 Warwick QLD 4370

Email: jumpersandjazzinjuly@gmail.com Website: www.jumpersandjazz.com.au