

<b>APPLICANT DETAILS</b>	<b>Date of application:</b>
<b>Name of organisation:</b>	
<b>Contact person for organisation:</b>	
<b>Position held by contact person:</b>	
<b>Postal address:</b>	
<b>Suburb:</b>	<b>Postcode:</b>
<b>Telephone:</b>	<b>Mobile:</b>
<b>Email:</b>	

<b>ESP Grant amount: \$</b>	<b>Date received:</b>
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<b>Name of event:</b>
<b>Event type: (please tick)</b> <b>Community</b> <b>Regional</b>
<b>Date(s) of the event:</b>
<b>Venue / location of event:</b> <i>(where was the event held?)</i>
<p><b>Please provide a brief summary of the event outcomes:</b></p> <p>Was the event open to the public?                      <input type="checkbox"/> Yes                      <input type="checkbox"/> No</p> <p>Was the event free, ticketed or a combination? <i>(Please provide details of entry costs)</i></p> <p>What was the estimated total attendance at the event? <i>(How did you determine total attendance?)</i></p>

What were the major elements or components associated with the event (e.g. showcase local foods, musical performance, amusement rides etc):

**Did you refer to an Accessible and Inclusive Events Checklist?**      **YES**      **NO**  
(download from [Council's website or Inclusive SA website](#))

Please provide an overview of how any access issues were addressed (eg) *How were people with a disability supported to participate in your event?*



**List the benefits achieved for the community/local businesses/region from the event**  
(Outline the ways that the event benefited the community, local businesses, the Light region in general)

Please list all community groups or local organisations involved with this event:

**How did you promote the event?**

Please attach a copy of all publicity and marketing material that included Light Regional Council acknowledgement, branding or logo placement.

Did you list the event on the Australian Tourism Data Warehouse? ☐ Yes ☐ No

<b>Event Income and Expenditure</b>		<b>Total cost to stage event \$</b>
<p>Did your organisation receive financial assistance (e.g. grants or sponsorship or donations) from other funding bodies for this event? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please complete the following table:</p>		
<b>Name of Funding Body</b>		<b>Amount received</b>
<p>What was the total income for this event? \$</p> <p>Please provide details of event income (e.g. ticket sales, fundraising, donations):</p>		
<p>Please provide details of how Council's Event Sponsorship grant was spent on the event:</p> <p>(Attach separate sheet if required and provide copies of invoices/receipts)</p>		
<b>Item</b>	<b>Amount</b>	

**List any in-kind support for the event** (include any volunteer hours, loan of equipment, subsidised venue hire)

I (print name) \_\_\_\_\_ on behalf of  
(organisation) \_\_\_\_\_

declare that this application has been completed accurately and all information given is true and correct and that no pertinent information has been omitted or withheld.

Signed \_\_\_\_\_ Date \_\_\_\_\_

I consent to event photos being included in Council's annual report      Yes      No

Return your completed ESP Acquittal to Light Regional Council:

Via email: [light@light.sa.gov.au](mailto:light@light.sa.gov.au)

Via post: PO Box 72, KAPUNDA SA 5373

In person: to 93 Main St. Kapunda or 12 Hanson St Freeling.