



Bunjil Aboriginal Culture & Dance Club Inc.

of Wurundjeri and Other Nations



BOOKING QUESTIONNAIRE

Please complete this questionnaire for your booking of the Bunjil ACDC Inc dancers and send to the attention of the Dance Coordinator.

Bunjil ACDC dancers will arrive at least 1 hour prior to the allocated performance time, this allows time for dancers to change into costume and get their make-up ready, please inform the Dance Coordinator of any variance to this.

*Name of Organisation			
Contact Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other:		
*First Name		*Surname	
Contact Phone		Contact Fax	
*Contact Mobile		Phone Contact Hours	<input type="checkbox"/> Business Hours <input type="checkbox"/> After Hours <input type="checkbox"/> BH & AH
*Contact E-Mail			
Would you like to join our mailing list	<input type="checkbox"/> Yes, by e-mail <input type="checkbox"/> Yes, by Post <input type="checkbox"/> Yes, by e-mail & Post <input type="checkbox"/> No, thank you		
Event Name			
Type of Event <i>briefly describe your event</i>	<input type="checkbox"/> Gala evening <input type="checkbox"/> Cocktail Party <input type="checkbox"/> Pageant <input type="checkbox"/> Festival /Show <input type="checkbox"/> Opening ceremony <input type="checkbox"/> Corporate event <input type="checkbox"/> Award ceremony <input type="checkbox"/> Aboriginal event <input type="checkbox"/> Cultural event Other, Please specify: <input type="text"/> <input type="text"/>		
*Event Date(s)			
*Event Time(s)	Start		Finish
How many dancers can you accommodate on stage?		Crew	
*Name Location / Venue			
*Location / Venue Address			
*Suburb		Postcode	
Melway Map Ref		Has Event / Organisation Public Liability Coverage?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Site	<input type="checkbox"/> Indoors <input type="checkbox"/> Outdoor	Site Staging	<input type="checkbox"/> Stage <input type="checkbox"/> No Stage

Venue Seating Capacity		Site Access	
Special Seating Access	<input type="checkbox"/> Yes <input type="checkbox"/> Qty = <input type="text"/> <input type="checkbox"/> No	<input type="checkbox"/> Wheelchair access <input type="checkbox"/> Left Aisle <input type="checkbox"/> Listen Hearing Receiver Loop	<input type="checkbox"/> Aisle Seat <input type="checkbox"/> Right Aisle <input type="checkbox"/> Hearing aid
Allotted Program Length		Lighting Provided	<input type="checkbox"/> Yes <input type="checkbox"/> No
Bunjil Time Slot	Start		Finish
How many dance pieces would you like the company to perform at your event?	<input type="checkbox"/> Standard 1/2 hour Set or <input type="checkbox"/> 1 piece <input type="checkbox"/> 3/4 hour <input type="checkbox"/> 1/4 hour <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5		
Type of other performances either side of Bunjil ACDC's performance?	Before:	After:	
Time allotted between performance groups	mins	Technical Requirements Provided by venue	<input type="checkbox"/> Audio / Visual <input type="checkbox"/> Staging <input type="checkbox"/> Lighting <input type="checkbox"/> Power
Change Rooms Provided	<input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes: <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Shared	
Parking available	<input type="checkbox"/> Yes <input type="checkbox"/> No	Parking Cost	<input type="checkbox"/> Free <input type="checkbox"/> Fee payable Fee \$ <input type="text"/>
Refreshments Provided	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Comments			

* Denotes mandatory field to be completed

Where to submit this Form:

By Post or In Person: Dance Coordinator, Bunjil ACDC Inc, 16 Ash Grove, Dandenong Vic 3175;

E-Mail: info@bunjil-acdc.org

Further information about Bunjil ACDC can be found online at www.bunjil-acdc.org; where an electronic version of this form can be completed at this web site.

Terms & Conditions

- Confirmation by Authorised Signature to the agreed fees, to appear on a Tax Invoice with event's ABN
- A Deposit of 25% of booking fee is required on submission of booking questionnaire
- Full Payment is required within 10 days of event, unless otherwise agreed in writing via negotiation with Coordinator
- Outdoor venues:**
In the event of adverse weather conditions, we reserve the right to cancel attendance prior to the performance, at no fee;
But upon commencement of the performance and where adverse weather conditions disallow the performance from continuing, fees are still payable for the portion of the program that has been completed prior to the stoppage; a minimum fee of 25% is payable once the performance has started and is further charged in 25% increments (i.e. 25%, 50%, 75%, 100%).
- In the event of any racist interference, we reserve the right to cease our performance and claim fees for that portion already performed, prior to the interruption.
- Bunjil ACDC performances require power for microphone and audio (music) if possible, if not available we need to be informed of such.