

Active Riding

Expression of Interest to Host Event

NAME OF EVENT TO BE HOSTED:		DATE OF EVENT:
NAME OF CLUB/ZONE HOSTING EVENT:		
LOCATION/ADDRESS OF VENUE:		
NAME OF CLUB CONTACT:		
PHONE CONTACT:	EMAIL CONTACT:	

DETAILS OF GROUNDS AVAILABLE FOR COMPETITION:	
Is there an area at least 120 x 100 metres for PPMG Competition <input type="checkbox"/> Yes <input type="checkbox"/> No	
Please describe area including surface of area suitable for PPMG Competition: Please include if it is grass, sand etc. Is there any natural shade such as trees etc. Is it an oval, polocrosse field, fenced arena etc.	
Is the PPMG area located close to toilets <input type="checkbox"/> Yes <input type="checkbox"/> No. If not there will be a requirement to hire a portable toilet to locate close to the PPMG arena for competitors to use during competition. Add any comments if applicable:	
Is there an area to set up Novelties: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Please describe area including surface of area suitable for Novelties Competition: Please include if it is grass, sand etc. Is there any natural shade such as trees etc. Is it an oval, polocrosse field, fenced arena etc.	
Does your club have equipment/area to set up 2 Pony Club Mount Courses <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes please detail:	
Does your club have any equipment available to make a Pony Club Mount Course? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes please provide details:	
Is there a secluded room/area with power and lighting for scoring to be carried out: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Please provide details of scoring room/area:	
Does your club have any bunting available for making arenas?	

DETAILS OF CAMPING AREA AND FACILITIES

Is there room for 100+ campers – cars and floats: Yes No

Please provide details of camping area: ie location, conditions etc.

How many toilets are on site

Female:

Male:

Are there any disabled toilets/facilities on site: Yes No

Describe:

Will there be a need to hire extra portable toilets: Yes No

If so can they be sourced locally and how much will they cost?

How many hot showers are on site:

Is there access to hot showers nearby such as caravan park etc: Yes No

Are there any areas where campers/competitors are not allowed to access: Yes No

Please provide details:

How many yards/stables do you have available:

Please provide details of yards/stables/portable sheep yards etc.

Would campers be allowed to make fires in the camping area? Yes No

Would you need to hire extra skip bins for rubbish control/removal? Yes No

If yes could they be sourced locally and what would they cost?

Please detail how your grounds would cope with extremely wet weather and what contingencies could be put in place to continue to run the event:

Do you have a large clubhouse for evening entertainment and or presentations? Yes No

If Yes please provide details:

CATERING/CANTEEN DETAILS

Will you be running a canteen during the event? Yes No

Please provide meals, times and examples of menu you will be providing:

Will you be providing breakfasts or dinners to order? Yes No

Please provide details of meals and prices. These can be prepaid and ordered on event entry forms.

Can your canteen provide meals/refreshments to approved officials and keep a tab to be invoiced to Active Riding Committee? Yes No

Are there any places to eat or of interest nearby? Yes No

If yes please provide details:

ADMINISTRATION

Can you source first aid services locally for duration of competition? Yes No

If yes please provide name of provider and approximate cost.
If No PCAWA will engage First Aid Services

Is someone available to pick up and return PPMG trailer before and after event? Yes No

If yes please enter contact's name and number.

Does your Club have anyone who would be available to assist with the setting up of PPMG, Novelties, fencing etc before the event? Yes No

Please provide details:

Does your Club/venue have a PA System that could be used around the camping grounds and during the events? Yes No

IF yes please provide details.

What ground fees would your club charge per horse per day or for the weekend?

What camping fees would your club charge?

Would your club charge yard hire fees? Yes No. If yes please detail.

Any other charges your club would require to be paid to run the event:

Please provide Bank Name and details for Pony Club WA to direct deposit fees charged and collected to club:

Is there any accommodation nearby recommended to accommodate officials if required? Yes No

Please provide Names, details, approximate costs etc.

Would your club organize suggest any Saturday night entertainment if required: Yes No

Please provide details if Yes:

Is there any other information you could provide that your club feels they could offer to help make this an event to remember? Any suggestions/ideas would be appreciated.

Authorised Club person to sign

Date