



Commercial filming and photography in Kings Park and Botanic Garden

Please ensure you have read and understand the Conditions of Use before completing this form.

Contact details

Organisation: _____

Contact name(s): _____ Position _____

Address: _____ Suburb: _____

Post code: _____ Email: _____

Telephone: Daytime _____ Mobile _____ Fax _____

Event details

Day and date of event: _____ Time: _____ to _____ Estimated number attending: _____

Please provide specific details indicating the location/s the filming or photography is to take place. Refer to Conditions of Use for areas not available.

Location 1: _____ Time: _____ to _____

Location 2: _____ Time: _____ to _____

Location 3: _____ Time: _____ to _____

Location 4: _____ Time: _____ to _____

Purpose and description

Please indicate the purpose of the filming/photography and a description of what is being filmed/photographed.

Equipment

Please provide a list of equipment that will be used.

Additional information

FOR MORE INFORMATION CONTACT THE BOOKINGS OFFICER:

KINGS PARK AND BOTANIC GARDEN
Fraser Avenue, West Perth
Western Australia 6005

Phone: (+61 8) 9480 3624
Fax: (+61 8) 9322 5064

Email: bookings@bgpa.wa.gov.au
Website: www.bgpa.wa.gov.au

Fees and payment details

Please complete this section.

Type of booking	Hourly fee	No of hours required	Total payable to BGPA
Commercial filming/photography	\$200.00		
Not-for-profit organisations	\$80.00		

Please note: Fees and charges are reviewed annually and are subject to change without notice.

Full payment must be forwarded with this application. All fees and charges include GST. Your booking is not confirmed until you receive written confirmation from Botanic Gardens and Parks Authority.

Please take care when making your booking as we are unable to arrange a refund unless a booking is cancelled more than 10 days prior to the function/event and a non-refundable fee of \$80.00 applies. Fees will not be refunded after the reserved date or as a result of inclement weather. Please allow 10 working days for your refund to be processed. The Authority reserves the right to cancel a booking at any time.

Declaration

In submitting this booking, the undersigned accepts the *Botanic Gardens and Parks Authority Regulations 1999*, Conditions of Use and any relevant guidelines. Any breach of the conditions or any other relevant law may result in the function being cancelled immediately by an authorised Botanic Gardens and Parks Authority staff member or police officer. This agreement is not transferable.

Signed: _____ Dated: _____

Checklist

- Have you made a tentative booking with Kings Park and Botanic Garden for your preferred venue? If not, please ring +61 8 9480 3624 to do so prior to returning this application form.
- Have you completed all relevant information in this application?
- Have you enclosed your payment with this booking?

Tax invoice: PFT010

ABN: 30 706 225 320

Contact name: _____ Event title: _____

Total payment amount (GST inclusive) : \$ _____

Payment type: Cash Cheque/money order Credit card: Visa MasterCard

Name on credit card: _____ Signature: _____

Card number: _____ Expiry: _____

Do you require a receipt? Yes No

Credit card payments can also be made by phone or fax, once the application form has been received. Cheques made payable to: Botanic Gardens and Parks Authority.

Note: This document is a tax invoice upon completion of the form and when payment is made for GST purposes as prescribed by the *A New Tax System (Goods and Services Tax) Act 1999*.

Office use only

Receipt number: _____ Date paid: _____

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