

WA Bike Month 2024 Unfunded Event Registration

Form Preview

WA Bike Month unfunded event registration

* indicates a required field

Thank you for your interest in WA Bike Month.

By completing this form, you will help us understand how many organisations are involved in WA Bike Month, Western Australia's annual celebration of bike riding.

You can participate in WA Bike Month by applying for a grant or registering an unfunded event. Use this form to register an unfunded WA Bike Month event. Please visit [WA Bike Month](#) to apply for a WA Bike Month Grant. You are required to complete this form for each event you wish to register. Recurring events should be registered in one application form.

Where appropriate, we will add your event to our events calendar on the [WA Bike Month](#) website which will help spread the word about your event.

This unfunded event registration form will close on Friday, 6 September 2024 at 5:00 pm.

If you have any questions, please read the visit the [WA Bike Month](#) website or contact WestCycle's WA Bike Month team at (08) 6336 9688 or info@westcycle.org.au.

WA Bike Month objectives

- 1.Promote and encourage bike riding for transport, fun and for a healthier lifestyle.
- 2.Increase awareness and use of new and existing bike infrastructure, bike routes (i.e. the cycle network), and local facilities you can get to by bike.
- 3.Encourage new, novice and rusty riders of all ages and abilities to go for a bike ride.

Confirmation of eligibility

I confirm that the applicant ...

- has read and understood the WA Bike Month 2024 objectives.
- can demonstrate alignment between the WA Bike Month objectives and their event.
- is a representative of local government authorities, a school, workplace, tertiary education institutions, parents and citizens' associations, community groups, bike groups, and or not-for-profit organisations.
- is not an individual, political organisation, or State Government agency.
- is located in Western Australia.
- has current event public liability insurance with a minimum cover of \$5million.

Please select below: *

☐ Yes ☐ No

You must confirm that all statements above are true and correct before progressing with this application.

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Contact details

* indicates a required field

Privacy notice

We will uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*.

Applicant type

Are you registering the event as an individual or on behalf of an organisation? *

☐ Individual ☐ Organisation

Organisation Name

First Name

Last Name

For organisations: please use the organisation's full name. Make sure you provide the same name that is listed in official documentation such as that with the ABR, ACNC or ATO.

Individual applicant notice

Please note that individuals, not linked to an organisation, are not able to register for a WA Bike Month unfunded event.

About your organisation

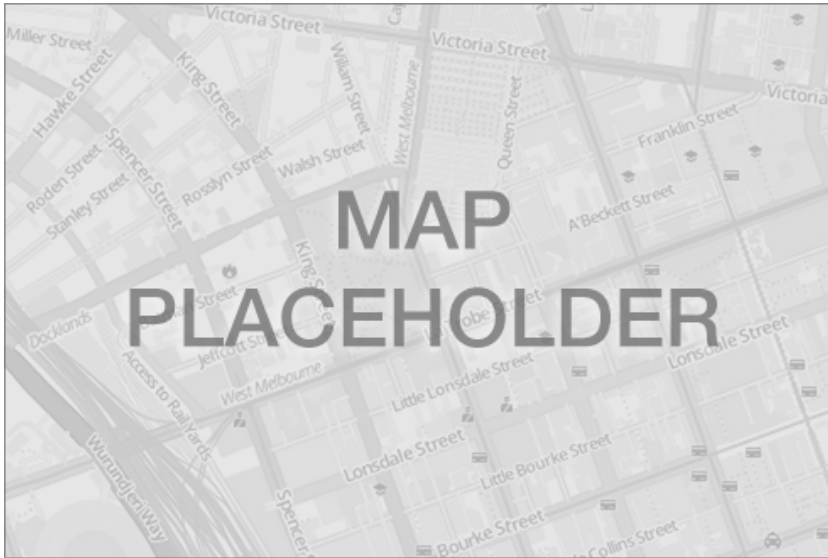
Department/Branch/Faculty

Use this field only if relevant.

Organisation address *

Address

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Organisation postal address *

Address

Organisation website *

Must be a URL.

Organisation primary phone number *

Must be an Australian phone number.

Organisation email address *

Must be an email address.

Applicant contact details

Applicant contact details *

First Name

Last Name

Position held in organisation *

Applicant contact number *

Must be an Australian phone number.

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Applicant email address *

Must be an email address.

Event contact

Are you the main contact person for this event? *

- ☐ Yes
☐ No - Please advise who will be the event contact.
Is the applicant the main contact person?

Event manager contact details

This information will help answer any queries from attendees.

Primary Contact Details *

First Name Last Name

This is the person we will correspond with about this event.

Position held in organisation. *

e.g., Manager, Board Member or Fundraising Coordinator.

Event manager contact number *

Must be an Australian phone number.

Event manager email address *

This is the email we will use to correspond with you about this event.

Organisation details

* indicates a required field

Type of organisation *

- ☐ Local government
☐ Workplace
☐ School
☐ Tertiary education institution
☐ Not-for-profit organisation
☐ Community group
☐ Bike group

Does your organisation have current public liability insurance? *

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☐ Yes

☐ No

Please note

Please note that your organisation must have current event public liability insurance of at least \$5million to register an unfunded event.

Public liability insurance

How much is your public liability cover? *

\$

Must be a dollar amount and at least 5000000.

Please upload your certificate of currency. *

Attach a file:

Event details and objectives

* indicates a required field

Event name

What is your event name? *

Event date *

Must be a date.

Recurring event dates (if applicable)

Must be a date and between 1/10/2024 and 31/10/2024.

Recurring event dates (if applicable)

Must be a date and between 1/10/2024 and 31/10/2024.

Recurring event dates (if applicable)

Must be a date and between 1/10/2024 and 31/10/2024.

Event time(s) *

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Please use 12-hour clock format (PM or AM)

Event location *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Please provide an event description. *

Word count:

Must be between 20 and 400 words.

What can attendees expect? What activities will you have?

Attendee type

Is your event a private or public? *

- ☐ Public
☐ Private

WA Bike Month webpage

Would you like to have your event list on the WA Bike Month event webpage? *

- ☐ Yes
☐ No

Listing your event on the WA Bike Month webpage may encourage more people to attend your event. We can also co-host your Facebook events to promote your event.

Event details

* indicates a required field

WA Bike Month objectives

Which WA Bike Month objectives will your event seek to achieve? *

- ☐ Promote and encourage bike riding for transport, fun and for a healthier lifestyle.
☐ Increase awareness and use of new and existing bike infrastructure, bike routes (i.e., the cycle network), and local facilities that you can get to by bike.
☐ Encourage new, novice and rusty riders of all ages and abilities to go for a bike ride.

At least 1 choice must be selected.

For each objective you selected, please describe how your event will aim to achieve it. *

Word count:

Must be between 20 and 250 words.

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Please describe your plan to promote attendance at the proposed event. *

Word count:

Must be between 20 and 250 words.

Which channels will you use to promote your event? How will you ensure that your event is well-attended?

Declaration

*** indicates a required field**

Certification

I certify that to the best of my knowledge, the statements made within this registration are true and correct.

I agree *

☐ Yes

☐ No

Applicant feedback

Thank you for taking the time to complete this form. Please take a few moments to provide some feedback.

Please indicate how you found the online application process: *

☐ Very easy

☐ Easy

☐ Neutral

☐ Difficult

☐ Very difficult

Provide us with suggestions about improvements to the application process/form for us to consider. *