



medibank
MELBOURNE
MARATHON
FESTIVAL

2018 TEAM VILLAGE APPLICATION GUIDE

WAE|IMG

MARQUEES

The Event Organisers will construct large structures and partition these off

No private or BYO structures are permitted.

Tents will be partitioned off in 3m width increments and can be either 3m or 6m deep

Larger sizes are available by special request

A fenced off 3m garden area is also included

Suggested sizes – 3x3m per 20 people

Waste management facilities provided

No power provided – but available for a charge if requested

See the map on the final page for location of Team Marquees in relation to the overall site

Allocation of sites is at the discretion of IMG

COST

Early Bird Price until July 31st 2018 - \$800 + GST per 3x3m of Tent Area purchased

Price from August 1st 2018 - \$870 + GST per 3x3m of Tent Area purchased

(Note: Prices include all park hire fees)

***Please note that if you are ordering a 3m x 6m, it is a 3m frontage**

FURNITURE

1 Trestle Table and 10 Chairs will be provided for every 3x3m area purchased

For additional furniture or to request a product catalogue please contact

Brad Harris (Atmosphere Events - bradh@aevents.com.au) - (1300 286 677) **from August 1st.**



CATERING

Details of the Official Caterer are yet to be determined.

Once menus become available, they will be emailed to all teams who have completed the application form and will be available to download from the website

No external catering companies or self catering will be permitted within Team Marquees

SIGNAGE

1 x fascia sign will be provided and installed for teams to identify their area
The text on the fascia sign will be taken from the application form.

A logo on the fascia sign will be permitted as long as it received by the cut off date in the correct version

Logos must be emailed through in high resolution JPEG or EPS versions, no later than Friday 14th September 2018.

Additional corporate signage is only permitted **inside** the Team Marquee

SECURITY

Any items left within the team marquee is done so at the risk of the team.

RULES & REGULATIONS

- Acceptance into the Team Marquee area will be subject to confirmation by IMG.
- Final confirmation of the booking is subject to payment of Team Marquee fees to IMG.
- All rubbish is to be removed from the allocated area and placed in the bins provided, otherwise a cleaning fee of \$100 will be incurred.
- Atmosphere Events are the exclusive event hire company. No other hire companies will be permitted to enter the designated area.
- No commercial catering is allowed – except orders placed through the official venue caterer .
- IMG accepts no responsibility for any items stored in the team marquee. These are left at the team's own risk.
- No power is supplied. If a team requires power IMG can arrange this for an additional charge.



PAYMENT DATES AND CONDITIONS

All payments are non-refundable.

Successful applicants will be invoiced for the full fee once accepted

To receive the early bird rate applications must be confirmed and paid for by July 31st.

All other applications and payments must be received by Friday 14th September 2017.

All hirers agree to comply with all the regulations in this document.

LOCATION OF TEAM VILLAGE * SUBJECT TO CHANGE

