

EASTERN FLEURIEU
SCHOOL

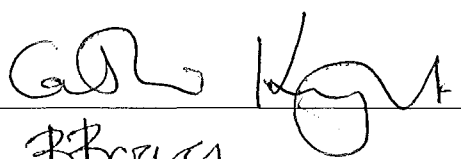
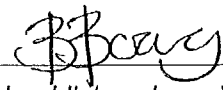
EASTERN FLEURIEU SCHOOL

Strathalbyn R-2 Campus
Ashbourne R-6 Campus
Milang R-6 Campus
Strathalbyn Senior Campus

Strathalbyn 3-6 Campus
Langhorne Creek R-6 Campus
Strathalbyn Middle Campus

FUNDRAISING / EVENTS CHECKLIST

Please check off **ALL** items

- ☐ Campus Ashbourne
- ☐ Name of organising committee Ashbourne CAC
- ☐ Name of organiser Bew Boag
- ☐ Contact Phone Number 0439 688 422
- ☐ Type of Event Bunnings BBQ
- ☐ Date Sunday 3rd Nov
- ☐ Venue Bunnings BBQ
- ☐ Number helpers expected 6
- ☐ Number visitors expected 200
- ☐ Any other relevant details _____
- ☐ Please talk to your Finance Officer about GST requirements
- ☐ Anticipated Expenditure \$500
- ☐ Anticipated Income \$1500
- ☐ **IMPORTANT NOTE: ALL** private operators using school sites **MUST** have their own liability insurance. All amusement / entertainment (eg castles, rides etc) need their own public liability insurance **AND** need to be registered with Workplace Services (copy of certificate obtained or at least sighted). There are extra requirements for Pony Rides
- ☐ Please return fully completed checklist and any other documentation (including any letter home to parents) to your **Finance officer**
- ☐ Supported by Head of Campus (signature required) 
- ☐ Signature of Organiser 
- ☐ Finance Officer to forward copy of checklist and any Workplace Services Certificates to kate.jude763@schools.sa.edu.au (or fax 85363747) who will notify details to Governing Council & keep for records.