



Rangitikei District Council

Telephone: 06 327-0099

Facsimile: 06 327-6970

**Rangitikei**  
UNspoilt...

# Funding Applications – Events Sponsorship Scheme

Round 2 for the 2016/17 Financial Year

Website: [www.rangitikei.govt.nz](http://www.rangitikei.govt.nz)

Email: [info@rangitikei.govt.nz](mailto:info@rangitikei.govt.nz)

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# Application 1



Rangitikei District Council



## Community Initiatives Fund Application Form 2016

To: LH  
File: 3-CF-8-1 > 3-CF-11-1  
Doc: 28

### PLEASE NOTE

Applications close 12.00 pm (noon), Friday 4 November 2016. The Finance/Performance Committee will consider the applications at its meeting on 1 December 2016.

### PURPOSE

The purpose of the Community Initiatives Fund is to support community based projects in the Rangitikei District that help to develop community cohesion and community resilience.

The Fund is open to all initiatives and opportunities which have potential to benefit the District's communities in one of the following areas:

- Community service and support (programmes/services to support local communities and groups);
- Leisure promotion (projects or programmes that promote participation in leisure within our communities. These can include activities and programmes to increase participation in leisure activities and increased participation in programmes that improve cultural well-being);
- Heritage and environment (projects or programmes which preserve and/or enhance heritage and/or environmental sites, including displays, open days etc.)

Because the characteristics of applications will vary from year to year, there are no fixed allocations for particular categories.

Preference is given to community organisations based in the Rangitikei, but applications will be considered from other organisations (both within and outside the District). Applicants from outside the Rangitikei District will need to provide quantifiable proof of their benefit to the Community.

Please complete this application form in conjunction with the associated notes.

**CLOSING DATE FOR APPLICATIONS: 12.00 pm (noon) Friday 4 November 2016. Late applications will NOT be considered.**

**All sponsorship applications are copied into the Finance/Performance Committee Order Paper and are therefore available to the general public.**

### SEND YOUR APPLICATION TO:

Postal address: Grants Administrator, Rangitikei District Council,  
Private Bag 1102, Marton 4741

Hand deliver to: Rangitikei District Council Office, 46 High Street, Marton; or  
Taihape Service Centre, Hautapu Street, Taihape

Email: [linda.holman@rangitikei.govt.nz](mailto:linda.holman@rangitikei.govt.nz)

### Applicant eligibility criteria:

Applicant must be able to meet all the criteria stipulated in the guidelines.

Applicant/organisation must be:

- Incorporated Society (certificate or documentation of proof must be supplied);
- Trust or Association (please supply documentation);
- Unincorporated community group
- Umbrella organisation with local branches.

It is expected that the 'umbrella organisation' will have an interest in the project for which funding is being sought.

Council is unable to issue funds directly to individual recipients.

#### Hints and tips:

Ensure that you give us as much detail as possible in the contacts section. If we have any questions we need to be able to contact you as easily as possible.

When providing contact names please ensure that the people listed are able to answer questions about the application and list the person who completed the application form as the first contact.

The details in this section allow us to understand the objectives of your organisation and the affiliations you have.

If your group is an incorporated society, your constitution will have broad aims for the group listed.

Tell us about your activities, the other groups you work with and how you promote your end objectives.

### 1. APPLICANT DETAILS (See applicant eligibility criteria)

Full Name of

Organisation:

Marion Jaycee Inc

Street address:

Postal address:

P O Box 6  
Marion

Post Code:

Contact 1 Name

Richard Simpson

Telephone (day)

027 245 2910

Email:

rrsimspon@hotmail.com

Contact 2 Name

Craig Stantial

Telephone (day):

027 477 2040

Email:

C.M Stantiall@xtra.co.nz

#### Legal Status (see Applicant eligibility criteria)

Incorporated Society

IS YOUR ORGANISATION ACTING AS  
AN UMBRELLA ORGANISATION?

☐

Yes

☒

No

IS YOUR ORGANISATION GST  
REGISTERED?

☐

Yes

☒

No

If so, please provide  
your GST Number:

### 2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

Attach additional sheets if you need to

Development of young leader for our community  
Involvement in community projects, youth e  
leadership development, support to local  
youth through fundraising e donations.

## Project eligibility criteria

All projects eligible for funding must:

- \* Take place within Rangitikei;
- \* Demonstrate consideration of how they see their proposal would benefit the community
- \* Provide 3 targets that will be used to monitor the outcome of the project
- \* Provide a realistic and balanced budget;
- \* Be able to contribute a significant proportion to the cost of the project (see Section 4).

### Please note:

\* Applicants cannot have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same project in the same financial year, i.e. through the Event Sponsorship Scheme, Community Boards/Committees, Annual Plan etc.;

\* Applicants cannot apply for funding from the Community Initiatives Fund more than once in any financial year;

\* Proposals which are eligible for funding from Creative New Zealand or Sport New Zealand Rural Travel Fund must state clearly if they have made an application to or intend to apply to either fund. The Community Initiatives Fund assessment committee may limit funding to these groups.

\* If you receive confirmation of funding from any other organisation before the Committee meets, you must inform the Grants Administrator at the Council.

## 3. YOUR PROJECT (See project eligibility criteria)

3.1 What is the name of your project? Marton

Christmas Parade

3.2 When will it take place? 3rd Dec 2016

3.3 Where will it take place? Marton

3.4 What type of project are you planning?

☒ Ongoing activity, or

☐ New initiative

Please tick the **ONE** box that best describes your project. (See Community Initiatives Fund Purpose definitions)

☒ Community service and support, or

☐ Leisure promotion, or

☐ Heritage and environment

3.5 Describe your project in full:

Attach additional sheets if you need to.

Traditional Christmas Parade with  
local schools, businesses & community groups  
entering floats that parade down the main street,  
Followed by giant lolly scramble in Marton  
Park.

3.6 How will the event enhance community health and wellbeing?  
(Please select at least two of the following)

☐ Smokefree

☐ Sugar-sweetened-beverage-free

☐ Water only

☐ Healthy food options:

(select one) Some/Mostly/Only healthy options

☒ Alcohol safety/harm minimisation

Council is working with Healthy Families  
Whanganui/Rangitikei/Ruapehu to build healthier  
communities. Your support is appreciated.

**healthy  
families**  
Whanganui/Rangitikei/Ruapehu  
He oranga whānau

### Accountability Reports

Successful applicants will be required to report back (to the Chief Executive) on a six-monthly basis or at the conclusion of the project, whichever is later.

For all projects this will include reporting against the three targets that you have identified as indicating success.

Council will also seek your feedback on what worked well for your project and what could be improved.

#### Promoting Rangitikei District Council's support:

The support of the Rangitikei District Council must be acknowledged on all publicity material. Logos may be obtained from the Council Administrator. You will need to show how you have done this in the accountability report.

#### Hints and tips:

Describe your project in full.

In this section we want to know about the complete project, not just the portion you are seeking funding for.

Or you may have a project that supports a small number of people over a longer period of time. In this case you will need to explain the long term benefits of the project to this group.

Be sure to fully describe your target group or those who will benefit from your activity.

Relate your project back to the category under which you applied. If you ticked Heritage and Environment for example, you will need to demonstrate why this is a Heritage and Environment Project.

3.6 Who will benefit from your project? The local community young and old, a great family afternoon out in the local town.

3.7 How will the people who will benefit from your project know that it is happening? Through advertising in local newspapers & flyers posted in local shops & businesses.

3.8 How will you acknowledge the funding provided by Rangitikei District Council? (See Promoting Rangitikei District Council's support) in publicity material as requested. Council are most welcome to enter float!!

3.9 Nominate 3 targets that will demonstrate the success of your project and the benefit to the Rangitikei District. Please refer to the funding guide as the targets set here will form the basis of your reporting back to Council when the project is completed.

Target 1: Crowd size to view parade.

Target 2: Number of floats entered on day.

Target 3: Feed back from entrants & crowd.

26 OCT 2016

1200 - 505 - 117

Page added 31/10/16

### Funding Guide

An organisation may receive a grant for a project in one or more successive years, but must apply annually. All profits from the projects must be held over towards funding the next project.

Grants will usually be up to a maximum of \$2,500 for any project in any one financial year.

Grants will not be made to organisations which have not complied with reporting requirements for previous grants.

This section asks for the **total** cost of your project. In the income section list the funding from **all sources**. Council is unlikely to fund 100% of project costs, so it is important that you do not restrict your costs to the amount of funding you are requesting.

#### Ineligible costs

- \* Facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility);
- \* Grants to individuals;
- \* Purchase or long-term lease of equipment or facilities;
- \* Food and beverage costs;
- \* Retrospective project costs;
- \* Costs of bonds or making good any damage done to venues that are hired;

You must provide valid, written quotes for all goods and services for which you are seeking funding.

If no quotes are supplied your application will be ineligible.

General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts.

Groups registered for GST must provide figures that are GST exclusive.

**4. FINANCIAL INFORMATION** (See Funding Guide) Please provide all costs and all sources of income for the project you are planning. Attach additional sheets if necessary

#### 4.1 Project Costs

Outline how much the project will cost to put on:

Item	Amount	
Load speaker	\$	100
Advertising	\$	2000
Cup engraving	\$	100
Float prizes	\$	1800
Flyers / Posters	\$	200
Printing entry forms	\$	100
Sundry	\$	200
	\$	
Labor from local organisations	\$	
e businesses	\$	Free.
	\$	
<b>Total Cost (GST inclusive / <del>exclusive</del>. Please delete one)</b>	\$	<b>4500</b>

#### 4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount	
Donated material	\$	
Cash in hand towards project	\$	1000
Intended fundraising (provide an estimate)	\$	
Ticket sales	\$	
Other sponsorship/grants (please specify source/s below)	\$	
* Whangarei Comm Foundation	\$	1000
* Local business sponsorship	\$	1500
* Pending	\$	
	\$	
<b>Total funds available (GST inclusive / <del>exclusive</del>. Please delete one)</b>	\$	<b>3500</b>

Amount of funding you are requesting

from Rangitikei District Council:

\$ 1000.00

Please provide a pre-printed bank account deposit slip (or a statement header) for payment should your application be successful.

Please attach your group's latest audited annual accounts. Any organisation that has given away or donated money to other organisations will not be granted Council funding. Recurring events also need to provide a balance sheet.

Quotes must be provided for all goods and services. For services such as power where it is not possible to get a quote, an estimate based on proven figures from previous years must be provided.

**HAVE YOU ATTENDED TO ALL OF THE FOLLOWING?**

*Tick as appropriate*

<input type="checkbox"/>	Answered all of the questions?
<input type="checkbox"/>	Does your financial information add up? <b>Please check!</b>
<input type="checkbox"/>	Provided daytime phone numbers?
<input type="checkbox"/>	Provided full details of your event and included extra pages as appropriate?
<input type="checkbox"/>	Provide quotes for all appropriate items?
<input type="checkbox"/>	Provided a pre-printed deposit slip or statement header?
<input type="checkbox"/>	Provided your latest annual accounts?

All applications that do not have the full and complete documentation (including quotes) cannot be considered by the Committee.

Council staff will check all applications to ensure they meet the criteria included in this application form and are complete. Council staff will contact you for further information if necessary.

**4.3 Has your group received funding from the Rangitikei District Council in the last 5 years? If yes, please list all grants made below.**

Event/Project/Activity	Amount
Xmas Parade 2012	\$ 1600
Xmas Parade 2014	\$ 2300
Xmas Parade 2015	\$ 1000
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

**4.4 Please name two referees for your organisation and your project**

Name: Dave Wilson

Telephone (day): 027 223 4279

Name: Nigel Bekham

Telephone (day): 327 8880

## 5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Richard Simpson

Signature: RSimpson

Position in organisation: Project organiser

Date: 14/10/16

☐ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 1 December 2016. The Grants Administrator will contact you with more details.



# Application 2

RECEIVED



Rangitikei District Council

4 - NOV 2016

To: .....  
File: 3-UF-11-1  
16 07 15

BY: .....

## Events Sponsorship Scheme Application Form 2016

### PLEASE NOTE

Applications close 12.00 pm (noon), Friday 4 November 2016. The Finance/Performance Committee will consider the applications at its meeting on 1 December 2016.

### PURPOSE

The purpose of the Events Sponsorship Scheme is to support events in Rangitikei District that help to develop community cohesion and reinforce economic growth.

### DEFINITIONS FOR THE PURPOSES OF THIS FUNDING SCHEME

Events: events of a celebratory, educational, competitive, commemorative or exhibitive nature that are distinctly defined, occur for a limited time and may be repeated on a cyclical basis (e.g. annually) but are not regularly scheduled (e.g. regular organised Saturday sport).

High profile events: events which:

- a) provide a regional/national profile and attract a significant number of visitors to the District; and
- b) provide an opportunity to showcase the District.

Community events: events which:

- a) are locally significant and/or of special interest to local people; and
- b) enhance community well-being.

High profile community events: events which:

- a) provide a regional/national profile and attract a significant number of visitors to the District; and
- b) provide an opportunity to showcase the District; and
- c) are locally significant and/or of special interest to local people; and
- d) enhance community well-being.

Please complete this application form in conjunction with the associated notes.

**CLOSING DATE FOR APPLICATIONS: 12.00 pm (noon) Friday 4 November 2016. Late applications will NOT be considered.**

All sponsorship applications are copied into the Finance/Performance Committee Order Paper and are therefore available to the general public.

### SEND YOUR APPLICATION TO:

Postal address: Grants Administrator, Rangitikei District Council,  
Private Bag 1102, Marton 4741

Hand deliver to: Rangitikei District Council Office, 46 High Street, Marton; or  
Taihape Service Centre, Hautapu Street, Taihape

Email: [linda.holman@rangitikei.govt.nz](mailto:linda.holman@rangitikei.govt.nz)

## Applicant eligibility criteria:

Applicant must be able to meet all the criteria stipulated in the guidelines.

Applicant/organisation must be:

- Incorporated Society (certificate or documentation of proof must be supplied);
- Trust or Association (please supply documentation);
- Community Group under an Umbrella Group;

Council is unable to issue funds directly to individual recipients. Council will however issue funds to an umbrella organisation.

It is expected that the 'umbrella organisation' will have an interest in the event for which funding is being sought.

An umbrella organisation is an established organisation that is willing to oversee and monitor the use of grants made to individuals through:

\* Receiving a cheque on behalf of a grantee. The Council will issue a covering letter with the cheque, which will set out the amount of funds granted, the name of the organisation and the nature of the project that is being funded.

\* Issuing grant funds to the total amount of the grant to the grantee as required, and in line with the purpose of the project for which funding has been approved by the allocation committee.

\* Endorsing accountability reports on the project. A report is submitted on the progress of the report within three months of the event date.

## 1. APPLICANT DETAILS (See applicant eligibility criteria)

Full Name of

Organisation: Mangaweka Community Committee

Street address: cf 1- Loder.

Postal address: P.O. Box 44

Mangaweka.

Post Code: 4676

Contact 1 Name Irene Loder

Telephone (day) 06 3825886

Email: tardisone@vodafone.co.nz

Contact 2 Name Virginia Travers

Telephone (day): 06 3825 720

Email: MMHUA

## Legal Status (see Applicant eligibility criteria)

Using RDC bank acc & GST

IS YOUR ORGANISATION ACTING AS AN UMBRELLA ORGANISATION?

☐

Yes

☒

No

IS YOUR ORGANISATION GST REGISTERED?

☐

Yes

☒

No

If so, please provide your GST Number:

## 2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

Attach additional sheets if you need to

Bring the Community together and  
promote mangaweka as a friendly  
family village, in the beautiful  
Rangitikei -

## Event eligibility criteria

All events eligible for funding must:

- ✓ \* Take place within Rangitikei;
- ✓ \* Not have started before an application for event sponsorship is approved by the Committee;
- ✓ \* Not apply for funding from the Events Sponsorship Scheme more than once in any financial year;
- ✓ \* Not have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same event in the same financial year, i.e. through the Community Initiatives Fund, Community Boards/Committees, Annual Plan etc.;
- \* Provide a detailed and realistic marketing and / or promotional plan;
- \* Provide a realistic and balanced budget;
- \* Be able to contribute a significant proportion to the cost of the project (see Section 4).

### Ineligible events

The types of events ineligible for funding include:

- ✓ \* Annual General Meetings;
- \* Events that have no economic or community benefit to Rangitikei;
- \* Events solely run for commercial purposes;
- \* Events promoting religion or political purposes;
- ✓ \* Regularly scheduled (for example Saturday morning sport).

## 3. THE EVENT (See Event Eligibility criteria)

- 3.1 What is the name of your event? The Mangaweka Community Long Twilight Dinner with entertainment
- 3.2 When will it take place? 4<sup>th</sup> February 2017
- 3.3 Where will it take place? Broadway Mangaweka
- 3.4 What Dinner & Entertainment ↑
- ☒ One-off event (e.g. annually or bi-annually)
- ☒ New event (e.g. one-off or a week later)
- ☒ An event that has been held as a regular event (but has not yet been established)
- ☒ An established, regular event (that has been held more than 5 times)?

Please tick the **ONE** box that best describes your project. (See Event Sponsorship Scheme definitions)

- ☐ High profile event
- ☒ Community event
- ☒ High profile, community event

3.5 Describe your event in full:  
Attach additional sheets if you need to.

- \* French themed catered dinner.
- \* Assembly of God have given use of their Kitchen, Lavatories and Veranda space to serve buffet.
- \* Entertainment / Pole gymnasts (NZ CHAMPS) - choir.
- \* accompan. Words of songs provided.
- \* We will invite special guests, eg: French Ambassador, MP, and Mayor.

3.6 How will the event enhance community health and wellbeing?  
(Please select at least two of the following)

- ☒ Smokefree
- ☒ Sugar-sweetened-beverage-free
- ☐ Water only we will serve water on tables
- ☒ Healthy food options:  
(select one) Some/Mostly/Only healthy options
- ☒ Alcohol safety/harm minimisation

Council is working with Healthy Families Whanganui/Rangitikei/Ruapehu to build healthier communities. Your support is appreciated.

### Accountability Reports

If your application for sponsorship is successful, then you will need to report back to Council on the outcomes of your event.

For all events this will include estimating how many people attended your event and their place of origin.

If you are applying for sponsorship under the "high profile" or "high profile, community" categories, Council will help you assess the economic impact of your event using retail data available from MarketView Research.

Council will use its annual residents' survey to test community views on its sponsored events.

Council will also seek your feedback on what worked well for your event and what could be improved.

Please see also the notes on Council's expectations from its sponsorship of events at the end of this application form.

#### Promoting Rangitikei District Council's support:

The support of the Rangitikei District Council must be acknowledged on all publicity material. Logos may be obtained from the Council Administrator. Signs and banners promoting the Council's support are also available from the Council Administrator. It is expected that this signage will be displayed at your event. It is the applicant's responsibility to take charge of these items and return them intact and undamaged within 3 days on conclusion of the event.

3.6 How many people do you **expect** to attend your event? (See Accountability Reports)

Resident in Rangitikei District?

60 <sup>plus</sup>

Visitors from neighbouring Districts<sup>1</sup>?

Visitors from the rest of New Zealand?

Overseas visitors?

Total

60 - maximum 100

3.7 How will the event be promoted? \_\_\_\_\_

Advertisements / Fielding Herald.

Printed hand bills put into post Boxes.

Telephone / email

Word of mouth.

3.8 How will you acknowledge the sponsorship provided by Rangitikei District Council? (See Promoting Rangitikei District Council's support)

# By using Council Banners.

# Photographs and report in <sup>Fielding</sup> Herald.  
promoting Manawakea its people  
and the Rangitikei.

(Look at us! look at what great stuff happens here)

# Also Chronicle Reporter will preadvent and report event

<sup>1</sup> Horowhenua, Manawatu, Ruapehu, Palmerston North, Tararua and Whanganui.

## Funding Guide

Council sponsorship of ANY event will not exceed 50% of eligible costs. (Please see notes at the end of this application form for more details.)

### Eligible costs

- \* Event production costs such as signage, advertising, and promotional material;
- \* Venue hire;
- \* Seeding of events – seed funding is a grant to enable the event to develop to a stage where it can become self-funding.

### Ineligible costs

- \* Facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility);
- \* Elimination of an accumulated debt or debt servicing;
- \* Bridging loans;
- \* Ongoing administration costs that are not related to a specific event;
- \* Salaries for ongoing administration and services;
- \* Food and beverage costs;
- \* Travel costs;
- \* Feasibility studies;
- \* Retrospective project costs;
- \* Late applications.

You **must**: provide valid, written quotes for all goods and services for which you are seeking funding.

General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts.

If no quotes are supplied your application will be ineligible.

Groups registered for GST must provide figures that are GST exclusive.

**4. FINANCIAL INFORMATION** (See Funding Guide) Please provide all costs and all sources of income for the event you are planning. Attach additional sheets if necessary

### 4.1 Cost of the event

Outline how much the event will cost to put on:

Item	Amount
Food for 60	\$ 2500.
cleaning A O G.	\$ 50.
table cloths (I will make them)	\$ 200.
(Can use for other events)	\$
	\$
Entertainers:	\$ 300.
	\$
Adverts	\$ 500
	\$
People will pay for the meal @ \$35 a ticket.	\$
they get fed and entertained	\$
	\$
<b>Total Cost (GST inclusive / exclusive. Please delete one)</b>	\$ 3850

### 4.2 Income for the event

Outline how the costs of the event will be met:

Item	Amount
Donated material	\$
Cash in hand towards project	\$
Intended fundraising (provide an estimate)	\$
Ticket sales	\$ 35 (ea)
<b>Other sponsorship/grants (please specify source/s below)</b>	
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total funds available (GST inclusive / exclusive. Please delete one)</b>	\$

Amount of sponsorship you are requesting from Rangitikei District Council:

\$ 1500.

Please provide a pre-printed bank account deposit slip (or a statement header) for payment should your application be successful.

Please attach your group's latest audited annual accounts. Recurring events also need to provide a balance sheet.

Quotes must be provided for all goods and services. For services such as power where it is not possible to get a quote, an estimate based on proven figures from previous years must be provided.

#### HAVE YOU ATTENDED TO ALL OF THE FOLLOWING?

Tick as appropriate

<input type="checkbox"/>	Answered all of the questions?
<input type="checkbox"/>	Does your financial information add up? <b>Please check!</b>
<input type="checkbox"/>	Provided daytime phone numbers?
<input type="checkbox"/>	Provided full details of your event and included extra pages as appropriate?
<input type="checkbox"/>	Provide quotes for all appropriate items?
<input type="checkbox"/>	Provided a pre-printed deposit slip or statement header?
<input type="checkbox"/>	Provided your latest annual accounts?

All applications that do not have the full and complete documentation (including quotes) cannot be considered by the Committee.

Council staff will check all applications to ensure they meet the criteria included in this application form and are complete. Council staff will contact you for further information if necessary.

#### 4.3 Has your group received funding from the Rangitikei District Council in the last 5 years? If yes, please list all grants made below.

Event/Project/Activity	Amount	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

#### 4.4 Please name two referees for your organisation and your event

Name: Richard Aslett

Telephone (day): 06 3825774

Name: Patricia Peacock

Telephone (day): 3825

#### 5. DECLARATION

☐ I declare that the information supplied here is correct.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Position in organisation: \_\_\_\_\_

Date: \_\_\_\_\_

☐ Please tick here if you would like to speak with the Committee about your event. The Committee will meet on 1 December 2016. The Grants Administrator will contact you with more details.

## EXPECTATIONS OF COUNCIL FROM SPONSORSHIP ARRANGEMENTS

High profile events: Council expects an economic impact for the District from high profile events in terms of increased spending at local retailers or tourism outlets from a large influx of visitors from outside the District, either as day visitors or overnight visitors. Council expects such events to generate income from participants (through for example, ticket sales or sale of goods) and from other sponsorship arrangements. If high profile events are recurring, then Council expects them to become increasingly self-funding over a maximum of five years. Its sponsorship of recurring events is not guaranteed but will certainly decrease over time.

Community events: Council recognises that there are community events, such as the Christmas Parades, that are important to Rangitikei's community life and well-being but where there would not be a large influx of visitors from outside the District. Such events **may** generate income from participants (through for example, ticket sales or sale of goods) and from other sponsorship arrangements. If these events are recurring community events, then Council expects them to demonstrate continuing community support through maintaining or increasing the number of people who take part in them.

High Profile Community events: Council expects that these events are likely to attract large numbers of visitors from outside the District and also be important community events for local people. Council is expecting both an economic impact for the District in terms of increased spending at local retailers or tourism outlets and increasing participation from people, particularly local people. These events may generate income from other sponsorship arrangements or from fees charged to, for example, stall holders, but generally would be free to the general public.

## EXAMPLE OF ELIGIBLE PROJECT COSTS

'Eligible project costs' means any expenses that the sponsorship scheme will support, according to the eligibility criteria, ignoring those costs which are ineligible.

### Example – Expenditure Budget – Festival 'X'

Item	Amount	
✓ Equipment hire*	\$	3,000.00
✓ Venue hire*	\$	2,500.00
Catering (VIP's)	\$	500.00
✓ Professional services	\$	4,000.00
Training*	\$	500.00
✓ Advertising*	\$	2,000.00
Prize money*	\$	1,000.00
T-Shirts (branded)*	\$	250.00
Total Cost (GST inclusive / <del>exclusive</del> . Please delete one)	\$	13,750.00

### \* Eligible projects/activities

Festival 'X' costs \$13,750 of which \$9,250 is for eligible project costs. Therefore the **maximum** sponsorship from Council will be \$4,625.



## Linda Holman

---

**From:** Irene Loder <tardisone@vodafone.co.nz>  
**Sent:** Friday, 18 November 2016 1:34 p.m.  
**To:** Linda Holman  
**Subject:** RE: Healthy Families contact details and quotes to send me by Friday please

Hello Linda, here are all the numbers you wanted;

Tickets	\$50
Photocopying, flyers etc	70
Glass hireage	25
Singer. Free Dinner	35
Cloth Fabric. {I will make}	230
Advertising. F/Herald	140.
Food prep/hire of gear	800
Cleaning and electricity	100
Entertainers	250

Total; \$1725

Linda, I have a typed quote from Henry at Flat Hills for the food, prep and hireage of necessary warmers etc.

He quotes \$2500 for mains, desert, prep and hireage.

We will tweak menu to get even more value for our dollars.

I think that covers all you asked for.

Have not been able to lasso Richard re the picture raffle. Good Scheme.

The committee will attempt to get a French company to gift a serious something for a raffle to raise money to donate to the Marae in Kaikoura which has been doing outstanding service caring for EQ victims.

Kind regards.

Irene L.

---

**From:** Linda Holman [mailto:Linda.Holman@rangitikei.govt.nz]  
**Sent:** Monday, 14 November 2016 4:01 p.m.  
**To:** tardisone@vodafone.co.nz  
**Subject:** Healthy Families contact details and quotes to send me by Friday please

Hello!

Irene, the email addresses of the Healthy Families people are:

Debbie-Jane Viliamu <[debbie-jane.viliamu@teoranganui.co.nz](mailto:debbie-jane.viliamu@teoranganui.co.nz)>; Julie Herewini ([julie.herewini@teoranganui.co.nz](mailto:julie.herewini@teoranganui.co.nz))

Can you send me BY FRIDAY PLEASE:

1. Catering quote separated out into food costs (not eligible but please include anyway), and catering labour costs (which are eligible)
2. Cleaning - \$50
3. Table cloth fabric - \$200

4. Entertainers - \$300
5. Advertising - \$500

As discussed, we will use the RDC account (and GST number) as your umbrella organisation.

Cheers,  
Linda

**From:** Denise Servante  
**Sent:** Monday, 14 November 2016 3:52 p.m.  
**To:** Linda Holman  
**Cc:** Debbie-Jane Villamu; Julie Herewini ([julie.herewini@teoranganui.co.nz](mailto:julie.herewini@teoranganui.co.nz))  
**Subject:** RE: Healthy Families contact details

Hi Linda

Copied everyone in....

Cheers,  
Denise Servante	Strategy and Community Planning Manager	
Rangitikei District Council	46 High Street, Private Bag 1102, Marton 4741	
P 06 327 0099 ext 868	DDI 06 327 0168	[www.rangitikei.govt.nz](http://www.rangitikei.govt.nz)

**From:** Linda Holman  
**Sent:** Monday, 14 November 2016 3:50 p.m.  
**To:** Denise Servante <[Denise.Servante@rangitikei.govt.nz](mailto:Denise.Servante@rangitikei.govt.nz)>  
**Subject:** Healthy Families contact details

Hi Denise,

Could you please let me know the details of the two lovely people from Healthy Families who came to the Event meeting in Hunterville the other week?

This is to pass on to Irene as she'd like to hand out some info at her event.

Are you keen to go? I think it sounds fun... and with the French theme it's our heritage and all that!

Cheers,  
Linda

---

*If you have received this email and any attachments to it in error, please take no action based on it, copy it or show it to anyone. Please advise the sender and delete your copy. Thank you.*

---

# Application 3

# RECEIVED

NOV 2016

LH

3-6F-41-1

16-0752

## Applicant eligibility criteria:

Applicant must be able to meet all the criteria stipulated in the guidelines.

Applicant/organisation must be:

- Incorporated Society (certificate or documentation of proof must be supplied);

- Trust or Association (please supply documentation);

- Community Group under an Umbrella Group;

Council is unable to issue funds directly to individual recipients. Council will however issue funds to an umbrella organisation.

It is expected that the 'umbrella organisation' will have an interest in the event for which funding is being sought.

An umbrella organisation is an established organisation that is willing to oversee and monitor the use of grants made to individuals through:

\* Receiving a cheque on behalf of a grantee. The Council will issue a covering letter with the cheque, which will set out the amount of funds granted, the name of the organisation and the nature of the project that is being funded.

\* Issuing grant funds to the total amount of the grant to the grantee as required, and in line with the purpose of the project for which funding has been approved by the allocation committee.

\* Endorsing accountability reports on the project. A report is submitted on the progress of the report within three months of the event date.

## 1. APPLICANT DETAILS (See applicant eligibility criteria)

Full Name of Organisation: Parklee Bullride Club Inc

Street address: 402 Junction Road North

Postal address: 402 Junction Rd Nth

RD 7

Felding

Post Code: 4777

Contact 1 Name Share Bird

Telephone (day) 06 929 4776

Email: bullzone1@gmail.com

Contact 2 Name Roger Bird

Telephone (day): 06 328 5881

Email: bird@parklee.co.nz

## Legal Status (see Applicant eligibility criteria)

Incorporated Society

IS YOUR ORGANISATION ACTING AS AN UMBRELLA ORGANISATION?

Yes

☒ No

IS YOUR ORGANISATION GST REGISTERED?

Yes

☒ No

If so, please provide your GST Number:

## 2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

Attach additional sheets if you need to

To run Bullriding events throughout the North Island. Current towns include Waipukurau, Oamaru Valley, Kimbolton, Motmouthe, Hunterville, and Felding. Events are a great opportunity for friends, families, neighbours & communities to come together & spend time socializing.

### Event eligibility criteria

All events eligible for funding must:

\* Take place within Rangitikei;

\* Not have started before an application for event sponsorship is approved by the Committee;

\* Not apply for funding from the Events Sponsorship Scheme more than once in any financial year;

\* Not have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same event in the same financial year, i.e. through the Community Initiatives Fund, Community Boards/Committees, Annual Plan etc.;

\* Provide a detailed and realistic marketing and / or promotional plan;

\* Provide a realistic and balanced budget;

\* Be able to contribute a significant proportion to the cost of the project (see Section 4).

#### Ineligible events

The types of events ineligible for funding include:

- \* Annual General Meetings;
- \* Events that have no economic or community benefit to Rangitikei;
- \* Events solely run for commercial purposes;
- \* Events promoting religion or political purposes;
- \* Regularly scheduled (for example Saturday morning sport).

### 3. THE EVENT (See Event Eligibility criteria)

3.1 What is the name of your event? \_\_\_\_\_

Hunterville Bullride

3.2 When will it take place? Fri 24 Feb 2017

3.3 Where will it take place? 361 Aldworth Rd Hunterville

3.4 What type of event are you planning?

- ☐ One-off event?  
☐ New event that will become a regular event (e.g. annually or bi-annually)?  
☒ An event that is becoming established as a regular event (but has not yet been held 5 times)?  
☐ An established, regular event (that has been held more than 5 times)?

Please tick the **ONE** box that best describes your project. (See Event Sponsorship Scheme definitions)

- ☐ High profile event  
☒ Community event  
☐ High profile, community event

3.5 Describe your event in full:

Attach additional sheets if you need to.

Bullriding event, attracting Bullriders from across NZ.  
Spectators will come from Hunterville/Rangitikei plus  
others from out of town. Activities for kids will also  
be an offer.

3.6 How will the event enhance community health and wellbeing?  
(Please select at least two of the following)

- ☐ Smokefree  
☒ Sugar-sweetened-beverage-free  
☐ Water only  
☒ Healthy food options:  
(select one) Some/Mostly/Only healthy options  
☐ Alcohol safety/harm minimisation

Council is working with Healthy Families Whanganui/Rangitikei/Ruapehu to build healthier communities. Your support is appreciated.

**healthy families**

### Accountability Reports

If your application for sponsorship is successful, then you will need to report back to Council on the outcomes of your event.

For all events this will include estimating how many people attended your event and their place of origin.

If you are applying for sponsorship under the "high profile" or "high profile, community" categories, Council will help you assess the economic impact of your event using retail data available from MarketView Research.

Council will use its annual residents' survey to test community views on its sponsored events.

Council will also seek your feedback on what worked well for your event and what could be improved.

Please see also the notes on Council's expectations from its sponsorship of events at the end of this application form.

#### Promoting Rangitikei District Council's support:

The support of the Rangitikei District Council must be acknowledged on all publicity material. Logos may be obtained from the Council Administrator. Signs and banners promoting the Council's support are also available from the Council Administrator. It is expected that this signage will be displayed at your event. It is the applicant's responsibility to take charge of these items and return them intact and undamaged within 3 days on conclusion of the event.

3.6 How many people do you **expect** to attend your event? (See Accountability Reports)

Resident in Rangitikei District?

500 - 1000

Visitors from neighbouring Districts?

100 - 200

Visitors from the rest of New Zealand?

50 - 80

Overseas visitors?

30 - 50

Total

600 - 1200

3.7 How will the event be promoted? Newspaper ad.

Radio advertising. Rural Delivery flyers.

Facebook pages. School newsletters. Posters in shop windows. Signs on main road

3.8 How will you acknowledge the sponsorship provided by Rangitikei District Council? (See Promoting Rangitikei District Council's support)

Logo in newspaper ad, logo on posters.

Acknowledgement in Radio advertising.

Signage at event and logo + name in event programme.

<sup>1</sup> Horowhenua, Manawatu, Ruapehu, Palmerston North, Tararua and Whanganui.

### Funding Guide

Council sponsorship of ANY event will not exceed 50% of eligible costs. (Please see notes at the end of this application form for more details.)

#### Eligible costs

- \* Event production costs such as signage, advertising, and promotional material;
- \* Venue hire;
- \* Seeding of events – seed funding is a grant to enable the event to develop to a stage where it can become self-funding.

#### Ineligible costs

- \* Facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility);
- \* Elimination of an accumulated debt or debt servicing;
- \* Bridging loans;
- \* Ongoing administration costs that are not related to a specific event;
- \* Salaries for ongoing administration and services;
- \* Food and beverage costs;
- \* Travel costs;
- \* Feasibility studies;
- \* Retrospective project costs;
- \* Late applications.

You **must** provide valid, written quotes for all goods and services for which you are seeking funding.

General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts.

If no quotes are supplied your application will be ineligible.

Groups registered for GST must provide figures that are GST exclusive.

**4. FINANCIAL INFORMATION** (See Funding Guide) Please provide all costs and all sources of income for the event you are planning. Attach additional sheets if necessary

#### 4.1 Cost of the event

Outline how much the event will cost to put on:

Item	Amount
Portable Arena Hire	\$ 1437.50 ✓
Bucking Bull Hire	\$ 2587.50 ✓
Bull Transport	\$ 1066.05
Sand System	\$ 132.00
St John	\$ 577.88 ✓
Security/Car Park Staff	\$ 400.00
Radio Advertising	\$ 290.00
Newspaper Advertising	\$ 272.00
Trophy Buckle	\$ 400.00
Toilets	\$ 300.00
Screenprint, Tickets, Programmes, Posters	\$ 200.00
Prize money	\$ 1100
Officials	\$ 2100
	\$
<b>Total Cost (GST inclusive / exclusive. Please delete one)</b>	<b>\$ 10,862.93.</b>

#### 4.2 Income for the event

Outline how the costs of the event will be met:

Item	Amount
Donated material	\$
Cash in hand towards project	\$
Intended fundraising (provide an estimate)	\$
Ticket sales	\$ 4,500
Other sponsorship/grants (please specify source/s below)	
Local Sponsorship	\$ 5,500
	\$
	\$
	\$
	\$
	\$
<b>Total funds available (GST inclusive / exclusive. N/A Please delete one)</b>	<b>\$ 10,000</b>

Amount of sponsorship you are requesting from Rangitikei District Council:

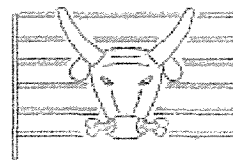
\$ 2,000

Council staff will check all applications to ensure they meet the criteria included in this application form and are complete. Council staff will contact you for further information if necessary.

☐ Please tick here if you would like to speak with the Committee about your event. The Committee will meet on 1 December 2016. The Grants Administrator will contact you with more details.



# OPEN - 4 - EIGHT LTD



C/- RJ Bird  
402 Junction Rd Nth  
RD 7  
Feilding 4777

bird@parklee.co.nz  
(06)3285881

Date: 24 Oct 2016

GST No. 94-241-081

## QUOTE

**To:** Parklee Bullride Club Inc.

**For:** Hunterville Bullride.

**Date:** 24 Feb 2017

Rate: Arena Hireage

\$1250.00

GST \$ 187.50

**Total \$1437.50**

All terms outlined in contract to be adhered to.

C/- RJ & KE Bird  
402 Junction Rd Nth  
RD 7  
Feilding 4777

GST No. 65-077-965

## QUOTE/CONTRACT

**To:** Parklee Bullride Club Inc. (Club/Promoter)

**Event:** Hunterville Bullride.

**Event Date:** 24 Feb 2017.

Hireage of Open Bulls for day of the above mentioned event \$2250 + GST

**TOTAL \$2587.50**

Above mentioned Club/Promoter accepts responsibility for the welfare, injury or death of any Parklee bulls being used for your Event.

Any Parklee bulls killed or injured, leaving the bull unfit to perform due to being at your Event shall be compensated for to the value of \$2000+GST.

Vet fees shall be paid by the above mentioned Club/Promoter.

Freight cost associated with the event shall be met by the above mentioned Club/Promoter.

100% of unclaimed prize money shall be awarded to Parklee.

Supplementary feed to be provided if grazing is deemed insufficient. Stock to have access to water for most part of each day.

Parklee will not be held liable for any persons, killed or injured whilst, freighting, handling, working with or competing on any livestock, or any persons involved at the Event stated above.

Parklee representative:

\_\_\_\_\_ Date: \_\_\_\_\_

Club/Promoter representative:

\_\_\_\_\_ Date: \_\_\_\_\_

Point of contact: Shane Bird  
(06) 929 4776  
(027) 2333 263  
[bullzone1@gmail.com](mailto:bullzone1@gmail.com)

Additional notes:

Above mentioned Club/Promoter will pay 2x Bullfighters \$300 ea per day. This will cover all calf, Jnr steer, 2<sup>nd</sup> Div Bull & Open Bullriding.

Accommodation to be provided for Parklee Staff.

## Quotation for Event Cover

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Shane Bird  
Parklee Bullride  
402 Junction Rd Nth  
R D 7  
Feilding

Fax:

**Customer No:** C103547  
**Quote No:** Q221942  
**Dated:** 28 October 2016

Dear Shane,

Thank you for contacting us about your event. Below is a summary of the event booking(s) that are included in this quote. This quote is forwarded on the basis that the services will be provided in accordance with the specifications contained in this quote and subject to the terms and conditions attached. The following page(s) provide a detailed description of what resources have been requested for your event(s).

**IMPORTANT NOTE:** Your event booking can only be confirmed once you have signed and returned this quotation to us (return this page only). We need to receive this confirmation back at least 10 working days in advance of your event, otherwise we may not have sufficient time to organise resources for your event. Late notice bookings or last-minute changes may incur additional charges, and we may be unable to preconfirm our ability to attend in such cases. Please carefully check the dates, timings, venues, and resources listed and notify us as soon as possible if any details are incorrect.

---

## Events Included in this Quotation (price excludes GST)

E238125 : Kimbolton Bullride - Saturday, 28 January 2017 - \$502.50 (excl. GST)  
E238124 : Hunterville Bullride - Friday, 24 February 2017 - \$502.50 (excl. GST)  
E238126 : Manfeild Bullride - Friday, 17 March 2017 - \$502.50 (excl. GST)

Event details are on the following page(s).

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### Quotation Acceptance

**Please sign and email/fax back to us.**

Quote No: Q221942

Contact person: Shane Bird

As an authorised representative of Parklee Bullride I confirm that the specifications contained in this quote are correct and acknowledge that I have read the Terms and Conditions of Service and agree that the services will be provided in accordance with the specifications contained in this quote and subject to the terms of the attached Terms and Conditions of Service. I agree that we will pay these charges upon delivery of the services outlined above.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Central Region  
Elaine Digby - Event Medical Services  
Manager  
63 - 65 Seddon Road, Private Bag 3215,  
Hamilton  
Tel. 0800 ST JOHN  
Fax. 07 847 2850  
elaine.digby@stjohn.org.nz  
Website: www.stjohn.org.nz

## Summary of Charges

This summary shows the total costs, discounts and charitable rebates that apply to your event(s).

Total Cost of Resources:	\$1,417.50
Administration Fee:	\$90.00
Total Cost (excluding GST) for your event(s):	\$1,507.50
GST:	\$226.12
Amount to pay (including GST) for your event(s):	<u>\$1,733.62</u>

This quotation is valid for 30 days from the day of issue and must be confirmed at least 10 working days prior to the event, otherwise we may not be able to organise cover for your event. Extra charges may apply if your event runs over time, or if additional resources are used on the day. Please note that St John shall not be liable for failure to perform or delay in performing the services as outlined in this quote if the cause of such failure or delay is outside or beyond the reasonable control of St John.

This quote uses a GST figure of 15%.

Thank you for supporting St John.

## Event Details

### E238125 : Kimbolton Bullride - Saturday, 28 January 2017

402 Junction Road North, Kimbolton, 402 Junction Road North, , Kimbolton : 01.00p.m. - 03.00p.m.

1	Ambulance	from 12.30p.m. - 03.00p.m.
1	Paramedic	from 12.30p.m. - 03.00p.m.
1	First Responder	from 12.30p.m. - 03.00p.m.

Resource Cost:	\$472.50
Administration Fee:	\$30.00
<b>Event Total (excluding GST):</b>	<b>\$502.50</b>

### E238124 : Hunterville Bullride - Friday, 24 February 2017

361 Aldworth Rd, 361 Aldworth Rd, , Hunterville : 06.00p.m. - 08.00p.m.

1	Ambulance	from 05.30p.m. - 08.00p.m.
1	Paramedic	from 05.30p.m. - 08.00p.m.
1	First Responder	from 05.30p.m. - 08.00p.m.

Resource Cost:	\$472.50
Administration Fee:	\$30.00
<b>Event Total (excluding GST):</b>	<b>\$502.50</b>

### E238126 : Manfeild Bullride - Friday, 17 March 2017

Manfeild Agri Stadium, Manfeild Park, South St, Feilding : 06.00p.m. - 08.00p.m.

1	Ambulance	from 05.30p.m. - 08.00p.m.
1	Paramedic	from 05.30p.m. - 08.00p.m.
1	First Responder	from 05.30p.m. - 08.00p.m.

Resource Cost:	\$472.50
Administration Fee:	\$30.00
<b>Event Total (excluding GST):</b>	<b>\$502.50</b>

## **Terms and Conditions of Service**

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### **SERVICES TO BE PROVIDED**

**Services and Term:** Subject to the terms of this agreement, St John hereby agrees to provide to the Customer the services ("Services") specified in the attached quotation ("Quotation") for the duration of the event specified in the Quotation ("Event").

**Customer to Determine Attendance Levels:** The Customer has sole responsibility for determining the level of attendance required for the event.

### **STANDARD OF SERVICES**

The pre-hospital emergency care services will be provided by the St John personnel, in accordance with the authority to practice each person has been granted, to the extent those personnel believe appropriate in the given circumstances. St John members provide clinical care in accordance with St John Clinical Procedures and Guidelines and these specify the scope of practice for each level as shown below (examples of cases where these skills are used are shown in brackets).

#### **First Responder**

- Core emergency care skills including patient assessment, management of wounds and burns, management of fractures and soft tissue injuries and management of unconsciousness and respiratory distress
- Oxygen therapy
- Advisory defibrillation (cardiac arrest)
- Advisory Pain Management

#### **Emergency Medical Technician (Basic Life Support)**

- All of the above plus
- Entonox (pain management)
- Methoxyflurane (pain management)
- Tramadol (pain management)
- Prednisone (breathing problems)
- Nasopharyngeal airway (unconsciousness)
- Nebulised Salbutamol (asthma)
- Nebulised ipratropium (acute asthma)
- GTN spray (cardiac chest pain)
- IM glucagon (diabetic collapse)
- Laryngeal mask airway (unconsciousness)
- Oral ondansetron (nausea and vomiting)
- Oral loratadine (allergic reactions)
- Nebulised, IN, IM adrenaline (asthma)
- Tourniquet (control of severe haemorrhage)

#### **Paramedic (Intermediate Life Support)**

- All of the above plus
- Morphine
- Fentanyl
- Naloxone
- IV cannulation and IV fluid administration (trauma)
- IV glucose
- Oxytocin
- IM Midazolam (seizures)
- Amiodarone (cardiac arrest)

- Ceftriaxone (infection)
- Clopidogrel (heart problem)

#### Intensive Care Paramedic (Advanced Life Support)

- All of the above plus
- Adenosine (heart problem)
- Atropine (heart problem)
- Calcium chloride (crush injury)
- Sodium bicarbonate (crush injury)
- Ketamine (pain management)
- Laryngoscopy (airway management)
- Endotracheal intubation (unconsciousness)
- Cricothyroidotomy (surgical airway access)
- Chest decompression (collapsed lung)
- Intraosseus needle access (paediatric trauma)

## PAYMENT FOR SERVICES

**Rate:** The Customer shall make payment to St John for the Services without set-off or deduction at the rate specified in the Quotation. St John will issue an invoice to the Customer following the Event. The Customer is to make payment by or on the 20th of the month following receipt of the invoice.

**Charitable Rebate:** St John may, in its absolute discretion apply a charitable rebate in favour of the Event. In the event that St John grants a charitable rebate in favour of the Event, the Customer is still bound to pay for that proportion of the Services to which a rebate has not been granted (if any) in accordance with this agreement.

## RESPONSIBILITIES OF ST JOHN AND THE CUSTOMER

**St John:** If St John should for any reason be unable to provide the Services to the levels of attendance and/or standards of service described in the Quotation and this agreement then St John shall advise the Customer at the earliest opportunity but in any event within 7 days of becoming aware of non compliance. St John will provide:

- a) an explanation of the cause or causes of the failure to meet the required service level or levels;
- b) a statement of the steps that it has taken to rectify the non compliance.

**Compliance with Statutes:** St John agrees to comply with all statutes and regulations applicable to the Services.

**Customer:** The Customer shall provide St John with at least five days prior written notice of changes to any of the specifications contained in the Quotation, including the level of attendance at the Event. On receipt of such notice, St John shall render a new quotation to the Customer in substitution for the quotation originally rendered to the Customer with respect to the Event in which case, all references to Quotation in this agreement shall be a reference to the new quotation. Notwithstanding any new quotation rendered by St John, the terms of this agreement continue to apply unless otherwise agreed in writing by the parties.

## INDEPENDENT CONTRACTOR

St John is in all respects an independent contractor and not an employee, partner or subsidiary of the Customer. St John agrees that at no stage either during or subsequent to the to this agreement will St John and/or its employees (if any) claim that it or they were an employee of the Customer.

## **LIABILITY**

**Liability:** The liability of St John whether in contract, tort or otherwise for any loss, damage, expense or injury incurred or suffered by the Customer or a third party arising directly or indirectly as a result of any act or omission including any provision of the Services or any other breach of St John's obligations under the Quotation or this agreement shall not in any event exceed an amount equivalent to the amount payable to St John under this agreement and the Quotation.

**Service Levels:** The Customer agrees that St John has no liability to the Customer, whether in contract, tort or otherwise for any loss, damage, expense or injury, directly or indirectly, arising out of or in connection with the attendance levels specified by the Customer in the Quotation.

**Contracts (Privity) Act:** Clause 7.3 is intended to confer a benefit on each of the persons described therein and to create an obligation enforceable at the suit of such party.

## **PRIVACY ACT**

The Customer acknowledges that St John may collect information in the course of providing the Services that is protected by the Privacy Act 1993. In the event that the Customer requests such information, St John shall at its sole discretion determine whether the release of all or any of such information is appropriate and the Customer shall not dispute such determination.

## **INFORMATION ABOUT PRODUCTS AND SERVICES**

By entering this agreement, the Customer authorises St John to send information about St John products and services. In accordance with the Unsolicited Electronic Messages Act 2007, the Customer can opt out from receiving such information at any time by emailing the word 'unsubscribe' along with the Customer's contact details to [events@stjohn.org.nz](mailto:events@stjohn.org.nz) or by selecting the unsubscribe link attached to the electronic message that has been sent by St John.

## **CONFIDENTIALITY**

All information acquired by a party pertaining to the business of the other party shall be held in strict confidence by the said party during the term of this agreement and this obligation shall continue without limit in point of time.

## **FORCE MAJEURE**

St John shall not be liable for failure to perform or delay in performing the Services under the Quotation and this agreement if the cause of such failure or delay is outside or beyond the reasonable control of St John. Such causes shall include, without limitation, fire, wind, flood, civil disturbance, earthquake, riot, industrial action, emergency and catastrophe.

## **DISPUTE RESOLUTION**

If a dispute arises between St John and the Customer then the parties shall use their best endeavours to resolve the dispute by negotiation in good faith between themselves. If the dispute is not resolved, then the parties will refer the dispute to mediation in the next 14 days by inviting the chairperson of the NZ Chapter of LEADR to appoint a mediator. All discussions in the mediation will be without prejudice. The parties will pay their own costs in the mediation and will share equally the mediator's costs. If the dispute is still not resolved within a further 14 days after the appointment of a mediator, then the parties will refer the dispute to arbitration by a sole arbitrator in accordance with the Arbitration Act 1996.

## **ENTIRE AGREEMENT**

This agreement constitutes the sole understanding of the parties with respect to the subject matter and supersedes all previous agreements and communications, whether verbal or written, between the parties with respect to the subject matter.



# CERTIFICATE OF INCORPORATION

**PARKLEE BULLRIDE CLUB INCORPORATED**  
**2567141**

This is to certify that PARKLEE BULLRIDE CLUB INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 2nd day of October 2012.

*Mandy McDonald*

Registrar of Incorporated Societies  
8th day of October 2013



For further details visit [www.societies.govt.nz](http://www.societies.govt.nz)

Certificate printed: 5 Oct 2013 19:43:27 NZT

**PARKLEE BULLRIDE CLUB INCORPORATED**

**FINANCIAL ACCOUNTS**

**FOR THE YEAR ENDED**

**30 JUNE 2016**

PARKLEE BULLRIDE CLUB INCORPORATED STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2016
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2015	NOTES	2016
<u>INCOME</u>		
5,000.00	Grant - Pub Charity	6,672.00
	- Infinity Foundation	1,587.50
863.70	Merchandise Sales	905.00
250.00	Other Income	350.00
1,000.00	Donations	928.40
20,984.00	Sponsorship	19,400.00
20,672.00	Gate Takings	24,298.40
48,769.70	<b>TOTAL GROSS INCOME</b>	54,141.30
<u>EXPENDITURE</u>		
4,599.22	Advertising	3,072.66
575.00	Affiliation Fees	575.00
690.00	Audit	575.00
63.95	Bank Fees	58.55
1,000.00	Donations	1,000.00
1,066.05	Freight	1,587.09
26,170.21	Hireage Expenses	31,126.00
619.28	Merchandise Purchases	298.83
10,000.40	Other Event Expenses	10,280.58
638.76	Repairs & Maintenance	
122.30	Tickets/Programmes	
1,322.11	Trophies	1,560.42
46,867.28	<b>TOTAL EXPENDITURE</b>	50,134.13
1,902.42	<b>NET SURPLUS (DEFICIT) FOR THE YEAR</b>	4,007.17

The accompanying notes form part of these financial accounts and Independent Accountant's Report.

Page .. 1

PARKLEE BULLRIDE CLUB INCORPORATED STATEMENT OF MOVEMENT IN EQUITY FOR THE YEAR ENDED 30 JUNE 2016
--

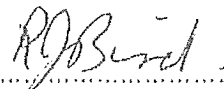
<u>2015</u>		<u>2016</u>
8,998.09	Balance at beginning of the year	10,900.51
1,902.42	Surplus ( deficit) for the year	4,007.17
<u>10,900.51</u>	Balance at the end of the year	<u>14,907.68</u>


The accompanying notes form part of these financial accounts and Independent Accountant's Report.

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PARKLEE BULLRIDE CLUB INCORPORATED STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2016
---

<u>2015</u>	NOTES	<u>2016</u>
<u>10,900.51</u> EQUITY		<u>14,907.68</u>
REPRESENTED BY:		
<u>CURRENT ASSETS</u>		
11,325.51 Westpac - Chq Account		15,908.08
575.00 Pre-Paid Fees		575.00
<u>11,900.51</u> TOTAL CURRENT ASSETS		<u>16,483.08</u>
<u>CURRENT LIABILITIES</u>		
1,000.00 Accounts Payable		1,575.40
<u>1,000.00</u> TOTAL CURRENT LIABILITIES		<u>1,575.40</u>
10,900.51 WORKING CAPITAL		14,907.68
<u><u>10,900.51</u></u>		<u><u>14,907.68</u></u>


..... Chairperson


..... Treasurer

The accompanying notes form part of these financial accounts and Independent Accountant's Report.

PARKLEE BULLRIDE CLUB INCORPORATED NOTES TO THE FINANCIAL ACCOUNTS.
--

1 STATEMENT OF ACCOUNTING POLICIES

a. Reporting Entity

The Association is registered under the Incorporated Societies Act 1908.

The financial statements of Parklee Bullride Club Inc. are special purpose financial accounts prepared for the requirements of the members of the association.

b. General Accounting Policies

The principle accounting policies adopted are stated to assist in a general understanding of these financial statements. These policies have been consistently applied.

The measurement base is historical cost.

c. Particular Accounting Policies

i. Goods & Services Tax

The Association is not registered for GST Purposes.

ii. Accounts Receivable

Accounts receivable are shown at net realisable value.

iii. Taxation

The Association is exempt from income tax under sec. CW 46 of the Income Tax Act 2007.

d. Changes in Accounting Policies

There were no changes in accounting policies during the year. All policies have been applied on bases consistent with those used in previous years.

## INDEPENDENT REVIEW REPORT

To the members of Parklee Bullride Club Incorporated

### Report on the Financial Statements

We have reviewed the accompanying year ended financial statements of Parklee Bullride Club Incorporated, which comprise the statement of financial position as at 30 June 2016 and the statement of financial performance, statement of movement in equity, for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### Committee's responsibility for the financial statements

The committee of the Association are responsible for the preparation of the special purpose financial statements in accordance the requirements of the members of the Association and for such internal control as the committee determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### Our responsibility

Our responsibility is to express a conclusion on these financial statements based on our review. We conduct our review in accordance with NZSRE 2410 Review of Financial Statements Performed by the Independent Auditor of the Entity. NZ SRE 2410 requires us to conclude whether anything has come to our attention that causes us to believe that the financial statements, taken as a whole, are not prepared in all material aspects, in accordance with requirements of the members of the Association. As auditor of Parklee Bullride Club Incorporated, NZ SRE 2410 requires that we comply with the ethical requirements relevant to the audit of the annual financial statements.

A review of the financial statements in accordance with NZ SRE 2410 is a limited assurance engagement. The auditor performs procedures, primarily consisting of making enquiries, primarily of persons responsible for the financial and accounting matters, and applying analytical and other review procedures.

The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing ( New Zealand). Accordingly we do not express an audit opinion on those financial statements.

Other than in our capacity as assurance practitioner we have no relationship with, or interests in Parklee Bullride Club Incorporated.

:

***Pinny & Associates***

*Pinny & Associates Ltd*

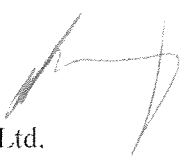
*Chartered Accountants*



CHARTERED ACCOUNTANTS  
AUSTRALIA • NEW ZEALAND

## CONCLUSION

Based on our review, nothing has come to our attention that causes us to believe that these financial statements of Parklee Bullride Club Incorporated do not present fairly, in all material aspects, the financial position of the Association as at 30 June 2016, and of its financial performance for the year ended on that date, in accordance with requirements of the committee of the Association.



Pinny & Associates Ltd.  
Qualified Auditors  
Chartered Accountants  
6 October 2016  
Palmerston North

***Pinny & Associates***







Feilding Branch  
96 Manchester Street  
PO Box 64  
Feilding 4740  
Phone: 0800 400 600  
Fax: (06) 323 0127

10 October 2016

Parklee Bullride Club Incorporated  
C/- Mr R Bird & Mr S Bird  
Parklee  
402 Junction Road North  
RD 7  
Feilding 4777

## Westpac Access

Account name: **Parklee Bullride Club Incorpor**

Account number: **03 0626 0733310-00**  
Last summary date: **9 September 2016**  
This summary date: **10 October 2016**  
Summary number: **100**

### Your transactions

Your transactions				OPENING BALANCE	\$14,331.48	
DATE	TYPE	NAME OF OTHER PARTY	TRANSACTION PARTICULARS	MONEY OUT \$	MONEY IN \$	BALANCE \$
06 Oct	BP	Fisher Print	Fisher Print Flyers 20:49-75615	74.75		14,256.73
10 Oct		Transaction charge	1 Transactions 0733310-00	0.40		14,256.33
				CLOSING BALANCE		\$14,256.33

CR Credit                      OD Overdrawn                      BP Bill Payment

As soon as you receive this statement, please check the transactions and let us know if anything is incorrect. Any transactions that have been listed under money in or money out within the last few business days of this summary may be subject to clearance. If any of these items are not paid, your balance will be adjusted, and you will be advised in your next statement.

### Your Westpac Access pricing

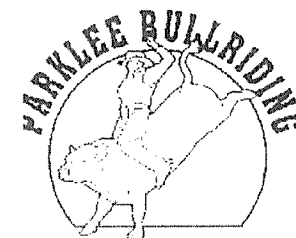
	NUMBER OF TRANSACTIONS YOU DID THIS MONTH	HOW MANY OF THESE TRANSACTIONS WERE FREE	WHAT EACH COSTS	WHAT YOU PAID THIS MONTH
transactions				
- electronic	1	0	\$0.40	\$0.40
- ATM	0	0	\$0.40	\$0.00
- manual	0	0	\$0.80	\$0.00
- non-chargeable	1	1	-	-
Total	2	1	-	\$0.40

**Reconciling your account:** The final balance on your Westpac Access summary may differ from your own records because of unrepresented items. To reconcile, take the closing balance on this summary, add money in made after the date of this summary and take away any money out items that are outstanding.

If you have any questions please call us on 0800 400 600, 7am to 11pm, seven days a week.  
To report lost or stolen cards or PINs (Personal Identification Number) phone 0800 888 111, 24 hours a day.

You can get a copy of the current disclosure statement for Westpac New Zealand Limited from  
westpac.co.nz or any Westpac branch in New Zealand free of charge.

**NZ  
ME**



# **Parklee Bullriding Series 2016/2017**

**Sponsorship Proposal  
Prepared by Media Consultant Sarah Reichardt**

**ME.**

# Parklee Bullride Series 2016/2017

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The Parklee Bullride Series is back, and NZME is proud to once again be associated with sponsoring this event!

This proposal includes on air activity in the Manawatu, Hawkes Bay, and Wairarapa regions to support the coinciding events.

Two options are presented for Parklee Bullriding to make sure the most exposure of events is achieved!

- 12/11/2016            Waipukurau
- 26/11/2016            Omahu Valley
- 28/01/2017            Kimbolton
- 03/02/2017            Martinborough
- 25/02/2017            Hunterville
- 17/03/2017            Manfeild Ironman

# OPTION 1

# MANAWATU

**21/01/2017 – 27/01/2017**

**Kimbolton Ride**

- 14 x 30 second spots (2 per day) on The Hits + ZM+ Radio Hauraki  
\$363.46

**18/02/2017 – 24/02/2017**

**Hunterville Ride**

- 14 x 30 second spots (2 per day) on The Hits + ZM+ Radio Hauraki  
\$363.46

**10/03/2017 – 16/03/2017**

**Manfeild Ride**

- 14 x 30 second spots (2 per day) on The Hits + ZM+ Radio Hauraki  
\$363.46

- 'whats on' guide at [www.thecountry.co.nz](http://www.thecountry.co.nz)
- 'whats on' guide at [www.thehits.co.nz](http://www.thehits.co.nz)
- Community notices on ZM, Newstalk ZB and Coast

**Total investment for 2016/2017 season:**

**\$1,089.00 + GST**

## OPTION 2

## MANAWATU / HAWKES BAY / WAIRARAPA

---

<b>05/11/2016 – 11/11/2016</b>	<b>Waipukurau (HAWKES BAY)</b>	
• 14 x 30 second spots (2 per day) on The Hits + Radio Hauraki		\$246.35
<b>21/01/2017 – 27/01/2017</b>	<b>Kimbolton Ride (MANAWATU)</b>	
• 14 x 30 second spots (2 per day) on The Hits + Radio Hauraki		\$254.69
<b>27/01/2017 – 02/02/2017</b>	<b>Martinborough Ride (WAIRARAPA)</b>	
• 14 x 30 second spots (2 per day) on The Hits + Radio Sport		\$120.88
<b>18/02/2017 – 24/02/2017</b>	<b>Hunterville Ride (MANAWATU)</b>	
• 14 x 30 second spots (2 per day) on The Hits + Radio Hauraki		\$254.69
<b>10/03/2017 – 16/03/2017</b>	<b>Manfeild Ride (MANAWATU)</b>	
• 14 x 30 second spots (2 per day) on The Hits + Radio Hauraki		\$254.69
• 'whats on' guide at <a href="http://www.thecountry.co.nz">www.thecountry.co.nz</a>		
• 'whats on' guide at <a href="http://www.thehits.co.nz">www.thehits.co.nz</a>		
• Community notices on ZM, Newstalk ZB and Coast		

**Total investment for 2016/2017 season:**

**\$1,131.30 + GST**

# AGREEMENT

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**Parklee Bullriding agrees to go into this sponsorship advertising agreement with NZME for the 2016/2017 competition series. NZME requires:**

- 'The Country' or 'The Hits' logo present on all flyers, posters, TV, newspaper and any other applicable print material
- The opportunity for NZME signage at these events
- An investment of either:
  - Option 1 ☐ \$1,089.00 + GST
  - Option 2 ☐ \$1,131.30 + GST

Parklee Bullriding.....Date.....

NZME.....Date.....

Disclaimer: This proposal is subject to confirmation/availability. Once accepted, this proposal is as agreed and any changes made following the acceptance of this proposal needs to be agreed by New Zealand Media and Entertainment Radio (NZME.) and could incur changes in the costs and/or date. The promotion concept and the terms and conditions included within this proposal are the intellectual property of NZME., 2016. No part of it may be reproduced by any means without the prior written permission of NZME. The information contained in this proposal is confidential and no part may be copied and/or disclosed to any person without the express permission of NZME.