



Arts Development Programs are supported by the Government of South Australia through Arts SA.

SHOWS ON THE ROAD PROGRAM

FORM B: Application for GUARANTEE AGAINST LOSS to present a performance

Please read the *Shows on the Road Program General Information* before making an application. Your application must be discussed with your local Arts Officer.

Complete application in black ink (preferably typed)

APPLICATION SUMMARY

Name of Applicant Organisation : _____

Main Contact	Second Contact (if different from original application)	Third Contact (if different from original application)
Contact Name:	Contact Name:	Contact Name:
Contact Position:	Contact Position:	Contact Position:
Address:	Address:	Address:
Town:	Town:	Town:
State:	State:	State:
Postcode:	Postcode:	Postcode:
Telephone: BH:	Telephone: BH:	Telephone: BH:
AH:	AH:	AH:
Facsimile:	Facsimile:	Facsimile:
Email:	Email:	Email:

Name of consulting Arts Officer: _____

Name of Performance: _____

Amount sought: \$ _____

Is the Organisation Incorporated (if applicable): Yes No

Australian Business Number (ABN): _____

Are you registered for the GST: Yes No

If not incorporated, name of Auspicing Body: _____

(If you are using an auspicing body you will need to fill in page 2 – Notes on auspicing body. Please note that if your application is successful Country Arts SA will pay the grant to the nominated auspicing body.)

FOR COUNTRY ARTS SA USE ONLY:

Date received:

Application No:

Date processed:

NOTES FOR AUSPICING BODIES

Applicant groups should either be legally incorporated or have an auspicing body prepared to administer the grant on their behalf.

An auspicing body agrees to manage any funding received on behalf of the applicant.

This may include:

- reading, understanding and counter signing the application before it is submitted
- receiving and banking the funds if the application is successful
- liaising with the applicant about the budget for the project
- meeting with the applicant during the project to review the budget
- paying all accounts as agreed with the applicant
- ensuring accurate and appropriate financial documentation is received e.g. tax invoices, statements of supply etc.
- advising the applicant of any variation to the original budget as the project progresses
- providing a financial reconciliation to the applicant at the conclusion of the project.

PLEASE PROVIDE THE FOLLOWING INFORMATION:

Name Of Auspicing Body :

Address:

Town:

State:

Postcode:

Telephone: BH

AH:

Mobile:

Facsimile:

Email address:

Contact Name for the Auspicing Body: Title: (e.g. Mr/Mrs/Ms/Dr)

First Name:

Surname:

Contact's Position in the Auspicing Body:

Auspicing Body's Australian Business Number (ABN):

Are you registered for the GST: Yes No

APPLICATION DETAILS

Name of Performance: _____

Date of Performance: _____ **Start time:** _____

Venue: _____ **Township:** _____

1. Why have you chosen to present this performance?

2. How many people do you expect to attend? What is the maximum number of people the venue is able to seat?

3. How do you plan to promote and advertise the performance?

4. What other community groups, if any, do you intend to work with? How will you work with them?

5. How much lead time have you allowed to market the performance? Please explain why you think this amount of time is adequate?

6. Have you checked to see if there are any other events scheduled for the same date in your area which may clash with this performance? Please provide details of any such events and any impact they may have on this performance?

7. Please complete the budget columns of the attached FORM C: Income and Expenditure Statement.



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APPLICANT'S AGREEMENT

I have read and agree to abide by the The Shows on the Road Guidelines should this application be successful.

APPLICANT'S SIGNATURE: _____

APPLICANT'S NAME: _____

DATE: _____

AUSPICING BODY SIGNATURE: _____

SIGNATORY'S POSITION (if applicable): _____

SIGNATORY'S NAME (if applicable): _____

DATE: _____