

Tourism Whitsundays Partners Networking Function Agreement

Host:

Date of function:

Time: 6.00pm – 8.00pm

No of Guests: 100 – 200 guests networking

Tourism Whitsundays' responsibilities:

- Provision of invitations to Partners and special guests via fortnightly E-Newsletters and EDM;
- Coordination of RSVP's and production of name badges and drink tickets;
- Provision of TW representatives to welcome guests & distribute name badges on arrival;
- Provision of beer (sponsored), wine, soft drinks and bottled water (sponsored) for the duration of the function;
(Please note: the unused portion is to be returned to TW)
- Alcohol provided by TW will be served from 6.00pm-8.00pm only and NO alcohol to be served while speeches are taking place;
- TW staff will run the bar. After drink tickets have been exchanged, drinks will be sold at \$5 for beer, \$5 wine, \$3 soft drink and water;
- Provision of sponsor's signage to be displayed per existing sponsorship agreements;
- Any alcohol that has not been consumed by 8pm will be counted and collected the following day.

Sponsors:

- Tourism Whitsundays partners/ sponsors signage to be displayed;
- Major Media Sponsors provide promotion and may provide signage to be displayed
- Additional sponsors may also be part of the function with the approval of Tourism Whitsundays and the host venue;
- Eco Barge Clean Seas will supply Anything Environmental labelled bins for each networking function. They will drop bins off on the day and pick them up the following day. All proceeds from the collection of glass bottles and aluminium cans will go back to Eco Barge Clean Seas Inc.

Host responsibilities:

- Provision of venue for the function;
- Function space must be COVID Safe/ COVID Clean and able to provide a safe venue for up to 200pax (negotiable)
- Provision of finger food catering for the duration of the function, supplied by host venue using one of Tourism Whitsundays prearranged catering providers. Please see the Catering and Restaurant list of members on the following page for supplier options;
- Access to adequate restroom facilities;
- Provision of a small registration table for TW representatives to welcome guests & distribute name badges on arrival;
- Provision of a microphone and speakers for use during speeches;
- Provision of drinkware and storage for beverages in venue or eskies with ice if necessary;
- Provision of adequate staff for setup of function and service of food and beverage for the duration of the function (Please note: TW staff have alternate responsibilities for the duration of the function);
- Any alcohol not consumed by 8.00pm will be counted and collected the following day by TW staff. If any alcohol is supplied to the host from the provided stock it is the responsibility of the host to replace this to TW;
- Provide TW with names of staff and invited guests attending the week before the event (max 20 guests).

***IF HOST DO NOT RSVP FOR STAFF AND INVITED GUESTS, YOUR STAFF AND YOUR INVITED GUESTS WILL NOT BE ALLOWED TO ENTER THE VENUE.
(This is to stop embarrassing situations on the door for your staff, guests, TW staff on registration table and also for catering and beverage purposes.)**

I/we have read and agree to abide by the terms and responsibilities as outlined above.

Name:

Sign:

CATERING/RESTAURANT SUPPLIERS

Airlie Beach Hotel	07 4964 1999	reservations@airliebeachhotel.com.au
Anchor Bar Airlie Beach	07 4946 6678	anchorbarairliebeach@gmail.com
Aquava Boutique Catering	0447 990 742	info@aquavaboutiquecatering.com.au
Birds Fish Bar	07 4786 4631	bwnfish@tpg.com.au
Boathouse Fishbar	0404 070 578	JPouteau@balmain.com.au
Bowen River Hotel	07 4785 3388	bowenriverhotel@bigpond.com
Breeze Bar	07 4948 2443	breezebar@bigpond.com
Café One 3	0419 783 313	Organicsales.andrew@gmail.com
Cape Gloucester Beach Resort	07 4945 7242	info@capeg.com.au
Club Croc Bistro	07 4940 2354	andrew.slavin@mantra.com.au
Clipper Restaurant, Bar and Lounge	07 4946 1300	gm@coralsearesort.com
Cooks Bar & Grill		cooksairliebeach@gmail.com
Cruise Café & Bar	07 4945 2820	tanyabandow1@gmail.com
Fat Frog Beach Café	0417 979 960	naomi@fatfrogbeachcafe.com.au
Fish D'vine	07 4948 0088	admin@fishdvine.com.au
FISHI/Fresh Island Seafood	07 4946 5809	fishi@fishi.com.au
Garden Bar Bistro	07 4946 2400	marketing@sorrentowhitsunday.com
Grand View Hotel	07 4786 4022	info@thegv.com.au
KC's Bar & Grill	07 4946 6320	gssmall@hotmail.com
La Marina Restaurant	07 4948 0052	mail@lamarina.com.au
Le Sorelle The Sisters Coffee House & Florist	07 4786 1206	info@lesorellethesisters.com.au
Mama Africa Bar & Nightclub	0435 903 996	rich@gypsyrentals.com.au
McDonalds	0411 403 372	mc01231@bigpond.net.au
Montes Reef Resort	07 4945 7177	montesresort@bigpond.com
Mr Bean Cold Brew	0437 379 061	polly@mrbeancoldbrew.com
Northerlies Bar and Grill	0418 147 345	admin@freedomshores.com.au
Paddy's Shenanigans	0448 769 00	tim@paddysairlie.com
Peach and Pear Catering	0418 847 401	gabi@peachpearcatering.com.au
Sorrento Restaurant	07 4946 7454	admin@sorrentowhitsunday.com
Subway Proserpine	07 4945 3211	theturners04@bigpond.com
The Deck Airlie Beach	07 4948 2721	gklange@bigpond.net.au
The Pit Pony Tavern	07 4785 5888	info@pitponytavern.com.au
Whitsunday Gold Coffee Plantation	07 4945 4188	sales@whitsundaygold.com
Whitsunday Provisioning	07 4946 7344	orders@whitprov.com.au
Wisdom Café	07 4946 5199	lorelle.stanley2014@gmail.com
Zambrero	07 4948 3586	cannonvale@zambrero.com