



## Brochure Display Application

Business Name: .....

A.B.N. No.: .....

Address of Business: .....

..... Postcode: .....

Postal Address: .....

..... Postcode: .....

Contact Person(s): .....

Phone: ..... Fax: .....

Email: .....

Website: .....

### Terms and Conditions

Alexandrina Visitor Services requires operators to complete and sign this brochure application form stating that the operator is a registered business and holds the appropriate level of public liability insurance prior to brochures being displayed in the Visitor Centres.

### Fees

Individual operators within Alexandrina Council area (one brochure)	nil
Individual operators external to Alexandrina Council area (one brochure)	\$65 pa
Not for profit tourism organisation (one brochure)	nil

### Business Registration/Indemnity and Insurance

State Government legislation requires that all businesses trading in South Australia have a registered business name.

Businesses are required to take out and maintain a policy of public liability insurance with a reputable insurer, where the limits of such a policy are not less than \$10 million in relation to any one claim. The public liability insurance policy must be a stand-alone policy in the name of the business listed above.

# ALEXANDRINA VISITOR SERVICES

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## Information and Brochure Policy

The Goolwa and Strathalbyn Visitor Information Centres displays and explains the tourism publications which promote the tourism experience in the Alexandrina area, Fleurieu Peninsula and South Australia as well as servicing local businesses and tourism operators.

- Brochures and other information displayed therefore will concentrate on the Alexandrina Council area and these will take precedence over all other areas.
- No fee is charged to operators within the Alexandrina Council area to display brochures in the Goolwa and Strathalbyn Visitor Information Centres.
- An annual fee of \$65.00 is charged to Individual operators outside of the Alexandrina Council area to display brochures in the Goolwa and Strathalbyn Visitor Information Centres. This is payable on application (pro rata) and charged in full from the 1<sup>st</sup> July annually thereafter.
- Individual brochures must be professionally presented and are to be DL size for a uniform fit in the brochure racks.
- Information contained in the brochure must be clear to read, current and accurate.
- Business cards will not be accepted.
- Alexandrina Visitor Services will only contact individual operators up to a total of three times by phone or email to request brochure supplies if you allow your brochure stock to run out. If no brochure stock is supplied after three attempts to contact you, your brochure space will be assigned to another operator.
- If Alexandrina Visitor Service receives three written complaints in reference to your business, your brochures will be removed from display and you will be advised in writing.
- Proof of Public Liability Insurance must be supplied with this form.

## Declaration

I / we agree to the Alexandrina Visitor Services  
Terms and Conditions / Information and Brochure Policy

I / we declare that this is a registered business **and** have current Public Liability Insurance.

Signed: .....

Date: .....

Name in Full:.....

Position:.....

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Alexandrina Visitor Services

including Goolwa and Strathalbyn Visitor Information Centres  
T 1300 466 592

[goolwavic@alexandrina.sa.gov.au](mailto:goolwavic@alexandrina.sa.gov.au)

[www.visitalexandrina.com](http://www.visitalexandrina.com)