

What is Volunteer South West?

We are a not-for-profit organisation that was initially established to support volunteers and other not-for-profit agencies that required volunteer support services in the South West region. Today, Volunteer South West does so much more than volunteer recruitment and referral, it also offers member agencies training and supports volunteering programs.

Volunteer South West's **Smart Events Program** provides support to event holders and volunteers in the South West. Festivals and community events should be fun, presenting an opportunity for celebration, business and employment growth, and the development of skills and social capital. Smart Events was developed in response to the mounting challenges experienced by volunteer groups in maintaining the energy and momentum to run community festivals and events.

By assisting community groups Smart Events hopes to improve the capacity for our regional festivals and events to become more sustainable, not just economically, but socially and culturally.

What does Smart Events offer event organisers?

The Smart Events 'Event Equipment Trailer Hire

This is a great community resource that provides event organisers with "a one stop shop" option for event equipment hire. Instead of running and ringing around to hire PA system, marquees, loud hailers etc. when you can just hire the SE Trailer.

There is always some poor volunteer who has to do the Bunnings run for bunting or witches hats etc. not to mention the out of pocket expenses (for the time) incurred by the volunteer. Well no more! It's all in the trailer. (See page 3 for contents details)

Fees and Charges	Event Equipment Trailer Hire
<i>NFP Groups/Events</i>	\$220
	<i>Commercial/Businesses</i> \$330

The Smart Events 'Event Evaluation Service'

A Smart Events Evaluation is an AFFORDABLE way to find the answer to "Did your event live up to expectations?" With the SE evaluation you will have the data you need to:-

- ❖ make **improvements** that will ensure future success
- ❖ determine areas you need to target in future **promotions**
- ❖ seek future **funding** for your event
- ❖ demonstrate the **benefits** of your event to the host community
- ❖ assist organisers satisfy the requirements of **sponsors** and major **stakeholders**
- ❖ provide information for **grant acquittals** and assessment

There are two types of evaluations – Standard or Economic. Contact us to discuss which would be of most benefit to your event.

Fees and Charges	Event Evaluation
<i>Standard</i> - min service \$825	<i>Standard</i> - full service \$1650
<i>Economic</i> - min service \$1100	<i>Economic</i> - full service \$2750

Local Government \$2750 (includes 1 evaluation & 1 trailer hire)
* All fees include GST

The Smart Events 'Annual Events Seminar'

Smart Events program organises one event-related training each year around July/August. Topics in the past have included Event Planning, Risk Management, Event Insurance, Approaching Sponsors and Marketing, to name but a few. If you have a topic you would like to see included in the next seminar feel free to let us know. (*Training fees apply*)

Welcome to Volunteer South West's Smart Events Program

Smart Events Event Equipment Trailer Hire

**Volunteer South West Smart Events
Equipment Trailer is a fantastic
mobile event kit**



**Volunteer South West is a not for profit
organisation assisting South West events
through its Smart Events Program**

Fees and Charges

NFP Groups/Events	\$220
Commercial/Businesses	\$330
Refundable Bond	\$200

Lotteries House
99 Victoria Street
BUNBURY WA 6230
Phone: (08) 9791 3214
Email: smartevents@bigpond.com
www.smartevents.com.au
[Facebook.com/smarteventsw](https://www.facebook.com/smarteventsw)

EVENT EQUIPMENT

PA system
Portable PA system
Loud Hailer
Gazebo 3m x 3m & 6m x3m
Feather Banners
A Frame Signs:
Parking, Exit, Toilets etc.
Main Roads approved signs:
Event Ahead & End Event
Bollards/Witches hats
Bunting
Ladder
Table
Trolley
Tally counters
Fire blankets
Cash Boxes
Star Pickets
Barrier Mesh
Star Picket Puller
Star Picket Driver
Reflective vests
*not all contents mentioned

Trailer may be hired FREE if your Shire is a member of Smart Events. Conditions apply. Please contact us for details.

Welcome to Volunteer South West's Smart Events Program

ENQUIRY FORM

NAME OF ORGANISATION: _____

POSTAL ADDRESS: _____

_____ POSTCODE: _____

TEL NO: _____ FAX: _____

Email: _____ WEBSITE: _____

STREET ADDRESS *(if different)* _____

_____ POSTCODE: _____

CONTACT PERSON: _____

POSITION: _____

Trailer Hire/ Evaluation Service required *(please tick box)*

Trailer Hire		
Not for profit groups / Events	\$220	
Commercial / Business Groups	\$330	
Local Government	\$2750	
Event Evaluations Service		
Standard - min service	\$825	
Standard - full service	\$1650	
Economic - min service	\$1100	
Economic - full service	\$2750	

Please fill out this page and return to us, we will issue further information and an invoice for payment along with terms and conditions for service selected

For enquiries contact Deb or Denise

Volunteer South West Inc,
Lotteries House, 99 Victoria Street, Bunbury WA 6230
Phone: (08) 9791 3214
Email: smartevents@bigpond.com or
Visit our website www.smartevents.com.au
www.Facebook.com/smarteventsw