WHAT YOU NEED TO KNOW

UWA O-Day will be held on James Oval and Koort Kwoba Dandjoo (Guild Village) from **11 am to 3.30 pm, Friday 20th February 2009.**

If you wish to apply for a stall site for your activity, please fill out 3 easy steps on the attached Stall Application Form and submit it to the Activities Office between 9.00 am and 5.00 pm weekdays (Located 1st Floor Guild Hall UWA).

Alternatively, you can fax your form to (08) 6488 1041 or post it to: Activities Office, UWA Student Guild M300, 35 Stirling Hwy, Crawley WA 6009.

**All applications must be received by Friday 16th January 2009.** Early bird discount applies for forms received up to this date.

Please note: payment is due prior to the event. Payment can be cash, cheque or money order made out to The Guild of Undergraduates (located 1st floor Guild Hall UWA).

O-Day is the biggest student event on campus, attracting around 5,000 new and returning students to the sprawling James Oval. Taking place on the Friday of O-Week, it’s when UWA explodes into life with live music, giveaways, food and hundreds of brightly-coloured festival stalls, with corporations, clubs, community groups and many more offering their products and services to the many thousands of attendees. It’s the perfect opportunity to market your brand to a captive audience of students, many of whom are yet to establish purchasing behaviours that will stay with them throughout their time at uni.

Activities, demos, displays and comps are what the day is all about, so if you have a strange or funster idea for your O-Day stall, let us know!

Want to know more?

Call the Activities Office and talk to **Jonathon Zahra**
P: (08) 6488 2291
E: activities@guild.uwa.edu.au
1. Your Details

Name of Club / Group: ____________________________________________________________

Contact Name: __________________________________________________________________

Phone: __________________ Fax: ____________ E-mail: __________________________________

Address: __________________________ Postcode: _________

What is the **NATURE** of your Club / Group? _______________________________________

What **ACTIVITY/PROMOTION** do you plan on doing on the day? _______________________

2. O-DAY Stall Packages - tick your preference

<table>
<thead>
<tr>
<th>BASIC 3m (unshaded)</th>
<th>BASIC 3m (shaded)</th>
<th>STANDARD 3m</th>
<th>STANDARD 6m</th>
<th>PREMIUM 3m</th>
<th>PREMIUM 4m</th>
<th>PREMIUM 5m</th>
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<tbody>
<tr>
<td>1 Trestle Table</td>
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<tr>
<td>No shade</td>
<td>Marquee shade 3m x 1.8m</td>
<td>Marquee shade 3m x 3m</td>
<td>Marquee shade 6m x 3m</td>
<td>Large Marquee shade 3m x 6m</td>
<td>Large Marquee shade 4m x 6m</td>
<td>Large Marquee shade 5m x 6m</td>
</tr>
</tbody>
</table>

- 3m x 1.8m Marquee shade
- 6m x 3m Marquee shade
- 3m x 6m Large Marquee shade
- 4m x 6m Large Marquee shade
- 5m x 6m Large Marquee shade

- Premium Location

- 3m Basic $90.00
- 3m Basic (shaded) $210.00
- 3m Premium $250.00
- 6m Standard $400.00
- 6m Standard $440.00
- 4m Premium $330.00
- 4m Premium $410.00
- 5m Premium $440.00

Submit your booking form before 16th January 2009 and receive **$30 off** for being organised!

All prices include GST

3. Optional Extras & Stall Details

Do you want a PIN-UP BOARD? [ ] No [ ] Yes (Add $45.00 to your fee above)

Do you want an extra TRESTLE TABLE? [ ] No [ ] Yes (Add $15.00 to your fee above)

Do you intend to supply FOOD or BEVERAGES? [ ] No [ ] Yes (Food Application — See Notes)

In most cases you will be required to fill out an additional City of Subiaco Temporary Food Application.

What **EQUIPMENT** will you be using? _____________________________________________

Is POWER essential for your stall? [ ] No [ ] Yes (Bring your own extension leads)

Do you want to play MUSIC at your stall? [ ] No [ ] Yes (Noise Restrictions — See Notes)

Do you have any ADDITIONAL REQUIREMENTS? _______________________________________

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**PLEASE RETURN YOUR FORM BY 16.01.09**

**FORMS RECEIVED BY THIS DATE QUALIFY FOR THE $30 EARLY BIRD DISCOUNT**

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**PLEASE RETURN THIS FORM TO:**

Activities Officer - UWA Student Guild, M300 UWA, 35 Stirling Hwy, CRAWLEY WA 6009

Email: activities@guild.uwa.edu.au  Phone: 08 6488 2291  Fax: 08 6488 1041

The Guild reserves the right to decline an application for a stall on the basis of space & technical limitations or to maintain diversity in the composition of participating stalls.
O-DAY PACKAGES

PREMIUM PACKAGES
All Premium Packages include prime placement in the Pavillion Ring, the high-traffic outer ring situated on James Oval. Premium Marquees are the largest and best-looking shade options, with high ceilings and plenty of depth, giving you the potential to run activities inside your stall. Each Premium Marquee has walls that adjoin with the next bay, increasing the number of people surrounding your area and creating a truly vibrant, buzzing atmosphere. Don’t miss out on the best marquees and best placement at O-Day!

STANDARD PACKAGES
Standard Packages include a free-standing marquee and placement in the Centre Ring or Promenade (limited space also available in the Pavillion Ring). Although not as tall or deep as Premium Marquees, Standard Marquees offer adequate shade and space for 2-4 staff members.

BASIC PACKAGES
If you want exposure at O-Day on a budget, then the Basic Package is for you. You will be provided with 3m of frontage and it is strongly recommended that you bring your own shade.

FRONTAGE
All packages include a minimum of 3m frontage. For Basic and Standard packages, if you require extra frontage you may book one or more additional adjacent stall spaces and receive a 50% discount on each extra stall. For Premium stall extra space is also available – contact us for a quote.

FURNITURE
One 1.8m trestle table and two chairs are also included in the package price. Extra tables may be ordered for $15 each. Any extra chairs on the day will be available from 10.30am on a first-come, first-served basis.

TEMPORARY FOOD APPLICATIONS
If you plan on selling or providing any food or beverages on O-Day (even lollies or cans of soft drink), you must let us know by ticking the box on your application form. If the food is homemade or not pre-packaged, you will also need to fill out a Temporary Food Application form and submit it to us with your stall application form or by 16 January 2009.

MUSIC / NOISE RESTRICTIONS
Although we encourage music and atmosphere on O-Day, we do ask you to be considerate to other stallholders. If you plan on playing amplified music at your stall, it MUST NOT be excessively loud. Generally, if you need to shout or cannot hear when in conversation, it’s too loud. Any group amplifying excessive noise will have their stall power taken away from them.

More information about the day and your stall allocation will be sent to you in early February.