



# SILVER FESTIVAL

Celebrate Age, Let's Engage!

## Your Details

Organisation

Contact person

Email

Phone number

## The Event

Name of the event

When

*Follow this format: Sunday 1 March, 10am-1pm.*

*If event occurs over many days, follow this format: Sunday 1 March- Monday 2 March.*

*If you have an event such as an exhibition, please include your opening hours eg. Monday - Friday 9am-5pm, Saturday 9am-1pm.*

Where

*Name of venue and full address so people know where to find it.*

*Please give clear descriptions if your venue is not obvious from the road.*

Information/description about the event

*Please also include details on where to find more information such as a website or contact number.*

Entry cost/ticketing information

## Accessibility Information

Please answer Yes or No

-  **Viewing area**  
Is there a designated viewing area for people with disabilities or older adults with a reasonably clear view of the main event? **YES**  **NO**   
*Note: This is by no means mandatory and won't be appropriate for every event.*
-  **Parking**  
Does the event have mobility parking within 200 meters of the main entrance/exit? **YES**  **NO**
-  **Wheelchair access**  
Is there wheelchair access into the main part of your event? **YES**  **NO**   
*Note: This means if inside, entrance doorways are at least 760mm wide and the main body of the facility is on one level or has lift access. If outside, entrance surfaces are level and reasonably smooth.*
-  **Accessible toilets**  
Is there an accessible toilet in the main area of the event? **YES**  **NO**   
*Note: This means that it has a doorway with a 1200mm clear approach space, the doorway is 760mm wide and it has a 90 degree L-Shaped grab rail beside the toilet.*
-  **Sign language**  
Do you have a New Zealand sign language interpreter at your event? **YES**  **NO**

## Key elements

-  Are refreshments provided? **YES**  **NO**
-  **BYO**  
Do you suggest people bring along a picnic or refreshments? **YES**  **NO**
-  Does your event require cash? **YES**  **NO**
-  Is there a bus stop outside or nearby to the venue? **YES**  **NO**
-  **BOOKING**  
Are bookings or registrations required? **YES**  **NO**
-  Does your event require active wear and sports shoes? **YES**  **NO**
-  Is your event child-friendly?  
*We would like to identify intergenerational events.* **YES**  **NO**

## Submitting this form

Please complete and return this form to [events@wdc.govt.nz](mailto:events@wdc.govt.nz) by 30 September. If you require assistance sending or completing this form, please contact Katherine Tasker on 09 945 4320.

You can also pick up hard copies and drop this completed form into Forum North on Rust Avenue at the Whangarei District Council customer services desk or venues and events office.