



# Worimi Local Aboriginal Land Council

2163 Nelson Bay Rd, Williamtown NSW 2318

Phone: 4033 8808 Fax: 4033 8899 Email: [reception@worimi.org.au](mailto:reception@worimi.org.au)

## WELCOME TO COUNTRY BOOKING REQUEST

COMPANY / ORGANISATION:

OFFICE PHONE NO:

FAX:

ADDRESS:

EMAIL ADDRESS:

*Please Circle Below*

BILL TO:

ATTENTION:

ADDRESS:

CONTACT NO:

DATE OF EVENT:

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ARRIVAL TIME:

EVENT  
Start Time:

Please indicate actual  
start time of event (not  
registration)

AM/PM

EVENT NAME:

VENUE LOCATION:

(Name and address of venue)

PARKING SPACE PROVIDED/AVAILABLE:

Yes

No

BKG/EVENT CONTACT NAME:

Mobile:

EVENT DETAILS:

*Where available, please attach copy of Event Program/Running Sheet.*

Please include expected number of participants:

Contact person on site:

Special guests:

Any other special requests:

NAME / GENDER OF PREFERRED CULTURAL REPRESENTATIVE: (If applicable)

FEMALE

MALE

.....  
Office Use Only

CONFIRMATION DETAILS

Booking Number:

Representative:

Title:

Contact Details:

Fee (GST Inc):



## ***Welcome to Country***

### ***Booking Request Procedures & Terms & Conditions***

#### **BOOKING PROCEDURES**

- Please complete Booking Request Form – ***all fields must be completed.***
- Return to Worimi Local Aboriginal Land Council office by email or fax.  
***(Preferably at least 2 weeks prior to event).***
- Confirmation will be returned to you by email if/when booking accepted.
- If booking is unable to be accepted due to unavailability of Cultural Representatives, you will be notified ASAP.
- If booking is not within Worimi Land Council boundaries, you will be referred to the appropriate Land Council ASAP.

#### **BOOKING TERMS AND CONDITIONS**

- Booking Requests are not automatically accepted/approved.
- Booking Requests are subject to availability of Cultural Representatives.
- A male or female Cultural Representative **may** be provided upon request.  
***Please note on your booking form if you have a preference.***
- Payment is required prior to event or on the day
- We accept payment by cheque or direct deposit, unless prior arrangements are made.
- A ***cancellation*** fee of **75%** will apply for late notification (within 1 working day)
- A ***cancellation*** fee of **25%** will apply for late notification (within 2 working days)
- We are unable to provide Aboriginal dancers, didgeridoo players or smoking ceremony  
***We may be able to refer you; however, these bookings are to be made separately.***
- NAIDOC, Sorry Day, Reconciliation Week are our busiest times and will require bookings to be made at least 1 month of the event.

**PRICE: \$150**

