

LOCAL BUZZ APPLICATION FORM

Local Buzz is a new initiative which offers matched seed funding from \$500 up to \$3,000, to city businesses to start up live music. There is a focus on reaching out to City visitors and residents, to create a 'local buzz' around the City through more live music.

Name of Applicant	
Address	
Phone	
Email	
Contact Person	
Position	
Name of Project	
Funds Sought (Between \$500 and \$3,000)	
ABN	
GST status	<input type="checkbox"/> Registered <input type="checkbox"/> Not Registered
PROJECT DETAILS	
Project Dates and Location	
Is it a one off or ongoing?	
How much matched funding are you seeking from City of Adelaide	

PROJECT PROPOSAL

<p>Project Description Please tell us about your new live music idea. Please let us know what you want to do and how you will engage local musicians. How will you sustain it?</p>	
<p>Why Live Music? Please tell us why you want to trial this live music idea and what difference it will make to your business. Please tell us what 'market research' you have conducted in developing your idea.</p>	
<p>Audience Attraction Please tell us who and how you will attract new audiences/patrons through live music. Will there be a cost to patrons and how much?</p>	
<p>Marketing Plan Please tell us your planned marketing approach N.B. Our City of Adelaide Business Advisors can assist you to develop a marketing plan.</p>	

INCOME AND EXPENDITURE BUDGET

1.10 Please complete the Income and Expenditure Budget below, indicating in bold what the City of Adelaide’s funds will be directly used for.

Please include fees and charges for City of Adelaide services as the City of Adelaide will not provide in-kind support via the waiving of fees.

INCOME	\$
City of Adelaide funds	
Your matched funds	
FINANCIAL	
IN-KIND *	
TOTAL INCOME	

EXPENDITURE	\$
Wages - please provide breakdown	
Artist fees - please provide breakdown	
Venue costs	
Equipment / furniture costs	
Catering	
Promotion - please provide breakdown	
Insurance	
Materials	
PAYMENTS TO CITY OF ADELAIDE - FEES	
Development Approvals	
Permits	
Park Land fees	
Venue Hire	
Waste	
Road closure	
Other	
OTHER	
IN-KIND *	
TOTAL EXPENDITURE	

Please note -

- a) In-kind support (income) also requires a corresponding expenditure item (see sections marked *)
- b) Total income must equal total expenditure

Budget details
Please provide a detailed breakdown of any relevant budget items here (e.g. if multiple artists are to be engaged please a breakdown of artist fees)

APPLICANT CERTIFICATION

I certify to the best of my knowledge that the statements made in this application are true.

I have read the City of Adelaide's 2018/2019 Local Buzz Guidelines.

I understand that, should this application be approved by the City of Adelaide, I would be required to accept the conditions of the funding in accordance with the City of Adelaide's accountability and reporting requirements.

Name of Applicant / Delegated Officer	
Signature	
Today's date	

CHECKLIST

Please acknowledge the following checklist before submitting your application:

- I have discussed my project Malia Wearn / Phone: 8203 7807 / Email: M.Wearn@cityofadelaide.com.au
- Public Liability Insurance**
I am aware that should my application be successful, I will be required to provide a copy of my Public Liability Insurance "Certificate of Currency" (minimum \$20million), or my auspicing organisations insurance, noting the City of Adelaide as an interested party
- Return to Work SA / Employee Insurance (if paid staff are employed)**
I am aware that should my application be successful, I will be required to provide a copy of my Return to Work SA certificate of registration or similar employee insurance policy
- I have answered all questions and signed the Applicant Certification
- I have submitted my application by one of the following methods:
 - By email to -**
M.Wearn@CityofAdelaide.com.au
 - By post to -**
Malia Wearn, Case Management Officer
City of Adelaide, GPO Box 2252, Adelaide SA 5001
 - In person to -**
Malia Wearn, Case Management Officer
c/o Customer Service Centre, City of Adelaide, 25 Pirie Street, Adelaide SA 5000
- I have kept a copy of my application