**Attachment 1 – Request for EOI Information:**

Fill in all details where “»” is shown.

## Applicant Details

|  |  |
| --- | --- |
| **Name of club, centre, organisation submitting the EOI:** |  |
| **ABN/ACN:** |  |
| **Business Address:** |  |
| **Website address:** |  |
| **Contact person**  |  |
| **Contact phone** |  |
| **Contact e-mail**  |  |
| **The applicant is a:****(tick applicable box)** | * Sole Trader
* Partnership
* Company
 | * Incorporated body
* Un-incorporated body
* Other (provide details)
 |

End of returnable schedules – proposed consultants

## EOI Requirements

**Please submit the information requested below in one (1) consolidated document.**

include items critical to the success of the project, which applicants are able to address on the basis of information provided in the request for eoi. the items listed below are examples only.

#### **Term**

Confirm readiness to host the championships for three (3) years (2017-2019).

#### **Court Information**

Address the Match Courts requirements

Address the Court/Maintenance/Equipment requirements.

#### **Site Venue Information**

Address the Storage/Officials/Tournament Office/PA System requirements

#### **Player Services – Accomodation & Entertainment**

Address the Accommodation and Entertainment options requirements

#### **Sponsorship**

Address any sponsorship requirements

#### **Player Services – Onsite**

Address the Player Services requirements

#### **Player Services – Catering**

Address the catering requirements

#### **Additional Information**

Once requirements A-G have been addressed. Please provide any additional information that you think will aid in your EOI submission.

high risk design or construction activities relevant to the proposed contract may be listed.

## 3 Financial Information

Insert ‘PRE-QUALIFIED SERVICE PROVIDER”, ‘tenderer’ or, if there will be an eti process, ‘prospective tenderer’.

End of application form

|  |
| --- |
| 1. **If your club/centre/organisation is in a position to make a financial offer to secure the event please confirm this here**.

  |
|  |
| 1. **If your club/centre/organisation is in a position to make “in-kind” contributions to secure the event please describe this here i.e. court hire, trophies, local offers etc.**
 |
|  |

End of returnable scheduleS – financial information

end of returnable schedule – compliance of application

***Submission of EOI Document***

A document addressing each of the EOI requirements must be provided to Tennis NSW by close of business **Friday, 23 March 2016**.

Please email your submission to **tenniscountry@tennis.com.au** or by post to: **NSW Closed Country Championships EOI**, **Tennis NSW**, **PO Box 6204**, **Silverwater NSW 1811**

If you have any questions please contact Wendy Saville (0419 681 781).