

FREMANTLE PRISON FUNCTION/EVENT ENQUIRY FORM



FREMANTLE PRISON
The Convict Establishment

1 The Terrace
Fremantle WA 6160
Phone: (08) 9336 9205
www.fremantleprison.com.au

Thank you for your interest in holding an event at Fremantle Prison.

Please fill in this form and return to events@fremantleprison.com.au

This form will enable us to evaluate the requirements and compatibility of your event with our conservation and heritage objectives at the Prison. Fremantle Prison will be in touch to let you know if your function has been approved and what the next steps are to confirm your booking.

Please contact the Events Coordinator on (08) 9336 9205 if you have any questions.

Function Organiser (Applicant) Details

Organisation (if applicable):	
Event organiser's name:	
Address:	
Mobile Phone:	
Email:	

Function Details

Proposed Date(s):			
Proposed Times:	from		to
Type of Function:			
Number of Guests:			
Function Area:			
Function Theme:			

Prison Tours

If you are interested in offering a tour of the Prison to your guests, please indicate your preferred tour below.

- ☐ Prison Highlights Tour (30 minutes, conducted beginning of function)
- ☐ Prison Tour (1 hour - tours depart daily between 9:00am and 5:15pm)
- ☐ Tunnels Tour (2.5 hours - tours depart daily between 9:00am and 3:25pm)

Catering

All functions must be professionally catered for. *Note: BYO food and/or alcohol at the event is not permitted.*

Catering ☐ Yes ☐ No

Type ☐ Dinner ☐ Cocktail Style ☐ Lunch ☐ Other

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Name of Supplier

Set Up Location

Liquor being sold? ☐ Yes* ☐ No

**If liquor is to be sold to guests, the applicant must obtain a licence from the Department of Racing, Gaming & Liquor and provide a copy to Fremantle Prison at least one week prior to the event*

Entertainment ☐ Yes ☐ No

Name of Supplier

Set Up Location

Is entry to your function/event open to the general public? ☐ Yes ☐ NoIs this a ticketed function/event? ☐ Yes ☐ NoWill there be a charge to attend? ☐ Yes ☐ No

Ticketing Agent:

Details:

Please provide a brief description of your function/event:

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Does your function/event require any temporary structures such as marquees or staging?

☐ Yes ☐ No

If yes, please provide details:

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Is there anything else you would like us to know about your function/event?

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