

Program information

Aim of the Incentive Program

Conference, convention and championship incentives are available to encourage associations, corporate organisations and local/state government to host their conferences, conventions or championships within the Launceston municipality during the tourism off-peak and shoulder seasons.

Eligibility Criteria

- The conference, or at least one major component of the conference, convention or championship, must be held in the Launceston municipality;
- There must be a minimum of 50 intrastate/interstate/international delegates/participants (not including partners & family members) who are staying a minimum of 2 nights in accredited accommodation;
- Only conferences, conventions or championships held in Launceston for the first time, or those which have not been held in Launceston within the last 3 years are eligible;
- Applications must be received no later than 90 days prior to the conference/convention or championship;
- The Launceston Travel & Information Centre must be utilised for information on accommodation, pre and post tours, partner programs or transport. **Please contact the Tourism & Business Events Officer on (03) 6323 3000 or Conferences@launceston.tas.gov.au**

For further information regarding Conference, Convention & Championship Incentives Program please refer to the Program Guidelines ([Conference, Convention & Championship Incentives - Guidelines](#)).

Funding available

The City of Launceston's Incentive Program offers the following incentives subject to eligibility criteria and available funding:

1 May - 31 August incentive of \$20 per delegate up to a maximum of \$15,000;

1 September - 30 September incentive of \$10 per delegate up to a maximum of \$10,000.

No further payment or in-kind support (e.g. Event Sponsorship, Community Grant, road closure fees, hire of City of Launceston venues or Civic Receptions) will be provided beyond that detailed above.

Available incentive funding in any given year will be subject to budget allocation by the Council for that financial year.

For further information please contact the program manager by telephoning 6323 3380 or grants.sponsorship@launceston.tas.gov.au

Organisation Contact Information

Application Form

Form Preview

* indicates a required field

Unless noted all fields are mandatory

Organisation details

Name of organisation *

Brief description of the host organisation *

Contact person *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Street address of organisation *

Address		
<input type="text"/>		
<input type="text"/>		
Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

Postal address *

Address		
<input type="text"/>		
<input type="text"/>		
Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

ABN number if applicable

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	

Application Form

Form Preview

Main business location

Is your organisation registered for GST? *

☐ Yes

☐ No

Is your organisation incorporated? *

☐ Yes

☐ No

How long has your organisation been operating? *

If your organisation is not incorporated, who will be responsible for administration of any funds administered via the Incentive Program?

Contact information payment details

Business hours *

After hours *

Mobile *

Fax

Email *

Bank details (if successful the preferred method of payment will be direct debit)

Do you wish to have the money deposited into your nominated account? *

☐ Yes

☐ No

Account name

Bank

Bank account number

Application Form

Form Preview

Branch

BSB number

Conference, Convention or Championship Details

** indicates a required field*

Name of the conference, convention or championship *

Proposed event date(s)? *

Has the conference, convention or championship been held in Launceston municipality previously? *

- ☐ Yes
☐ No

If the conference, convention or championship has previously been held in Launceston municipality please advise when?

Primary event venue? *

If you selected 'other' in the event venue section above - please provide details

If the event venue selected above is Country Club Tasmania, Tamar Valley Resort Grindelwald or another venue outside Launceston municipality, please outline the component of the event to be held in Launceston?

Application Form

Form Preview

Anticipated number of delegates *

Number of intrastate delegates

Number of interstate delegates

Number of international delegates

Declaration

* indicates a required field

I, the undersigned, certify that I have been authorised by my organisation to submit this application. I have read, understood and agree to the terms and conditions of this grant. I have completed all sections of the application and to the best of my knowledge all the information I have given is true and correct.

Your Name *

Title

First Name

Last Name

Position *

Date *

Personal information protection statement

As required under the *Personal Information Protection Act 2004*

1.

Personal information is managed in accordance with the Personal Information Protection Act 2004 and may be accessed by the individual to whom it relates, on request to Launceston City Council.

2.

Information can be used for other purposes permitted by the Local Government Act 1993 and regulations made by or under that Act, and, if necessary, may be disclosed to other public sector bodies, agents or contractors of City of Launceston, in accordance with Council's Personal Information Protection Policy (17-Plx-005).

3.

Failure to provide this information may result in your application not being able to be accepted or processed.

