



## **REGATTA POINT : COMMONWEALTH PARK**

### **Introduction**

1. Regatta Point is situated at the south-western corner of Commonwealth Park, on the northern foreshores of Lake Burley Griffin and is the location of the National Capital Authority's National Capital Exhibition. The Exhibition is home to an interactive display on the history and role of Canberra as the Nation's Capital. The Exhibition also contains the ACT Government's Canberra Business Promotions Centre and a restaurant.
2. The Exhibition also has an Apron, a Forecourt and a Balcony, all of which are available for event related use.
3. Bookings to use the Canberra Business Promotions Centre are to be made through the Centre's manager on (02) 6207 7394.

### **Booking a Venue**

4. Bookings for either the Apron or the Forecourt may be made through the National Capital Authority's Events Officer on (02) 6272 2919.
5. Requests to use the Exhibition (including the Balcony) should be directed to the Exhibition's Facilities Manager on (02) 6257 1068.

### **Conduct of Events at the Exhibition's Forecourt, Apron and Balcony**

6. When conducting an event at the Exhibition's Forecourt, Apron and/or Balcony the following restrictions apply:
  - a. no promotional signs and/or banners are to be attached to the Exhibition's front wall, the Exhibition building or to the buildings balconies or railings;
  - b. no food, liquor or drink outlets are to be set-up within 180 metres of the Exhibition building; and
  - c. no vehicles or works are to be set-up in the Exhibition's Forecourt, on either side of the road in front of the Exhibition, or on the unsealed island across from the Exhibition.
7. It is imperative that an event staged within the vicinity of the National Capital Exhibition building does not, in any way, interfere with the public access to either the Exhibition's Display, the Business Promotion Centre or the Restaurant.

### **Access**

8. Access to the Exhibition is off Commonwealth Avenue, via Albert Street (east or west).

### **Car Parks**

9. Authorised car parking areas adjacent to the Exhibition are as follows:
  - a. the main car park at Regatta Place: 247 vehicles (at the far western side of Commonwealth Park); and
  - b. a small car park off Barrine Drive: 22 Vehicles (below Commonwealth Avenue Bridge).

### **Power**

10. There are three double 15 amp 240 v power outlets at the Forecourt. There is no charge for the use of the outlet and the access key is available from the National Capital Authority's Events Officer on (02) 6272 919.

11. A bond of \$25 is levied on keys issued by the Authority and the bond is refunded when keys are returned to the Authority by the agreed time.

### **Public Toilets**

12. The nearest public toilets are located just down from the Picnic Shelter. The toilets are available from 7.00 am to 7.00 pm (9.00 pm during daylight saving), however, they are not designed for use by large numbers of event participants or spectators.

13. The Exhibition's toilets are not available for use by the event's organisers or spectators.

### **Works**

14. Temporary structures (works) associated with an event may be erected within the area of the Apron, however, any such structures require the prior approval, in writing, of the National Capital Authority. An application Approval for Works Approval should be submitted to the Authority at least 21 days prior to the event. Structures (works) include marquees, tents, sun-shelters, fencing, barricades, amusements (eg. jumping castles), stages, dais's, signs, banners, port-a-loos, buoys etc. A Works Approval Application usually attracts a modest fee.

15. Chairs, tables, and decorations are permitted and do not require a works approval; however, they must be removed immediately following the event.

16. No structures are to be placed on the Forecourt and no chairs, tables and/of decorations are to be placed on Forecourt's terrazzo.

17. Application forms for a works approval may be obtained from the National Capital Authority's Events Officer on (02) 6272 2919.