

## Group Experience Submission

### Initial Information

**Business Name: \***

**Group Experience Name: \***

(e.g. Guided Museum Tour; Group Lunch Package; Heritage Tour with Lunch)

*Note: Please submit a separate form for each group tour experience.*

**Which of the following is the PRIMARY target audience for this group offer? \***

- Tour Companies / Operators
- Social Clubs (e.g. Probus)
- Schools (e.g. Excursions)
- Corporate (e.g. Team Building / Incentive)

*Note: To promote your group tour experience to multiple audiences, please submit a separate form for each applicable audience. We also recommend that you tailor your content, inclusions and pricing to suit each applicable target audience.*

**NEXT >>**

## Detailed Information


### IN THIS SECTION:

- The information you provide below will be used to promote the <Group Experience Name> to group tour organisers.
- Please ensure that you describe and position the <Group Experience Name> in a way as to maximise its appeal.

**Please provide a description of the <Group Experience Name>: \***

0/480 characters

**Please list up to four specific inclusions in the <Group Experience Name> that you would like to highlight (e.g. Expert Commentary from our Museum Curator; Beer Tasting Paddle; Farm Animal Feeding & Petting): \***

**Please detail below the days and times that the <Group Experience Name> is available: \***

(e.g. Tuesday and Thursday from 9am to 3pm; Tours run daily at 10am and 2pm).

0/480 characters

**What is the set or recommended duration for the <Group Experience Name>? \***

(e.g. 3 hours)

**What is the minimum number of people required to book the <Group Experience Name> (program minimum = 10)? \***

**What is the maximum number of people that the <Group Experience Name> can cater for in one tour/sitting? \***

**What is the price per person to book the <Group Experience Name>? (Note: enter n/a for the categories that are relevant) \***

	Price
Flat Rate per person	<input type="text"/>
Adult	<input type="text"/>
Child	<input type="text"/>
Student	<input type="text"/>
Concession	<input type="text"/>

**What date are the prices provided above valid until? \***

**Is there any extra information that you would like to supply in regards to pricing?**

(e.g. Cost provided on enquiry for groups of 30 or more)

0/200 characters

**Are there any Special Conditions for the <Group Experience Name>? \***

(e.g. Closed toe shoes must be worn; Suitable for average fitness levels)

0/200 characters

**Please provide a link that provides more details and insight about the <Group Experience Name> (if available):**

**Please upload at least 3 (maximum = 10) images that promote the <Group Experience Name>: \***

 No file chosen

Please upload your business logo if you would like us to include this on promotions for the <Group Experience Name> (you can upload multiple versions of your logo - e.g. JPG, PNG, EPS, reversed):

Choose Files No file chosen

Please upload a screenshot of the *About Ipswich* link on your website: \*

Choose File No file chosen

<< PREVIOUS

NEXT >>

## Contact Information

### IN THIS SECTION:

- Please provide the contact details that Group Tour Organisers and Ipswich Visitor Information Centre staff should contact to coordinate bookings for the <Group Experience Name>.

Contact Name (if applicable):

Contact Phone: \*

Contact Email: \*

<< PREVIOUS

NEXT >>

## Bookings and Distribution

### IN THIS SECTION:

- Please confirm the following requirements for inclusion of the <Group Experience Name> in the Group Tour Attraction Program.

### IVIC Booking Opt-In:

- The Ipswich Visitor Information Centre (IVIC) caters to bus group bookings. Check the box if you agree for the IVIC to on-sell your experience to bus groups. If so, you are also confirming the prices quoted above include a 10% commission retained by Ipswich City Council for any bookings.

### Mandatory Requirements: \*

- I authorise Ipswich City Council to promote the <Group Experience Name> to Group Tour organisers.
- I acknowledge that the Ipswich Group Tour Rebate is only applicable to groups of 10 or more visiting Ipswich in one tour/sitting.
- I agree to provide Group Tour organisers with the relevant documentation required for their Ipswich Group Tour Rebate application (e.g. tax invoice).
- I agree to provide Ipswich City Council with data about group tour visitation to my business.

<< PREVIOUS

NEXT >>

## Administration Details

### IN THIS SECTION:

- Please provide the information about the person who completed this form and that Ipswich City Council Tourism staff should contact for further information about the <Group Experience Name> being promoted as part of the Group Tour Attraction Program.

Name: \*

Position: \*

Phone: \*

Email: \*

<< PREVIOUS

SUBMIT