Task 7 – Security / Wrist Bands

In order to buy alcohol during the event participants need to be over the age of 18 and have a wrist band on. All participants are also given a glass.

Tasks

1. Security will provide a briefing on what is required at 11.30am. All ID needs to be checked per the briefing. This is a legal requirement for our liquor licence. Unfortunately we cannot have under 18's doing this task.
2. Plastic glasses need to be taken out of the plastic trays in the boxes in advance to ensure it is easy to grab a glass when busy.
3. There is two sites for the issue of wristbands, main area to the left of the front gate towards the stage. A second smaller area will be inside the back gate while the initial entry is processing.
4. Issue wrist bands once gates open, need at least 4 people doing this to start with at main area and 2 at back gate. Wrist bands need to be attached to people's wrists, people cannot take a band away. This is a requirement of our Liquor licence. Have a further 2 to help with glasses.
5. Official event glasses are only given to adults and paying ticket holders over 18 years of age. Youth and Children can be given a non-branded plastic cup if required.
6. Keep enough personnel available to ensure bands can be given out in timely manner.
7. Ticket sales continue until 5.30pm so need to keep availability of wrist bands for this time.
8. At end of the day ensure glasses are in boxes to take back to the shipping containers.
9. Take any empty boxes over to the recycling bins and ensure rubbish has been put in the bins over behind the Kitchen tents.
10. From 11am and during the event we need to provide a person to watch the gate that goes through to Phillip Walter Drive and onto State Highway 2. This is to direct people around to the back gate to enter the event and not jump over the wind break fence. This should be rotated as there is little shade over there.

Equipment needed

1. Hi Vis jackets (if possible, some can be provided)

Man Power

1. 10 Adults (cannot have teenagers for this task)

Duration

Approx hours – 11.00 am to 5.30pm approximately, not all people need to stay to the end.

Donation

$1,200