



2026 Alice Springs Show



Community Fundraising Tender

Car Parking - Public, Members & Trade



www.alicespringsshow.com.au

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Overview

The Central Australian Show Society (CASS) invites local community organisations, sporting clubs, schools and not-for-profit groups to submit a tender to manage Public and Members Car Parking at the 2026 Alice Springs Show.

The Alice Springs Show attracts thousands of patrons across two days and presents a valuable fundraising opportunity for community groups.

While car parking is a busy and hands-on role, it is also a rewarding way for your organisation to raise significant funds while contributing to one of Central Australia's largest community events.

About Us

The Central Australian Show Society is a not-for-profit organisation run by a volunteer committee. We proudly deliver the Alice Springs Show and Alice Springs Christmas Show each year.

Our vision is to remain a leading regional agricultural show by showcasing pastoral and agricultural industries, arts, culture and local businesses, while creating a safe, inclusive and family-friendly community event.

Why This Is a Great Fundraiser

Successful organisations benefit from:

- A substantial fundraising return over one weekend
- Payment within 7 days of the event
- High visibility at a major community event
- Team building for members

This opportunity suits:

- Sporting clubs
- School parent groups
- Youth organisations
- Service clubs
- Community associations

Many groups return year after year due to the strong financial outcome and structured support provided.

2026 Show Dates

The 2026 Alice Springs Show will be held on
Friday 3rd July
Saturday 4th July

For the purpose of this document "Show Days" refers to the above two dates.

Fundraising Tender Structure

The Alice Springs Show does not charge patrons for parking.

This opportunity is therefore offered as a community fundraising service contract, where the successful organisation will manage car parking operations in return for an agreed fundraising payment from CASS.

Interested organisations must submit a tender outlining:

- The total fundraising amount your organisation is requesting from CASS to manage car parking across the 2026 Show Days.
- Confirmation that your organisation can supply the required number of volunteers.
- Any relevant experience managing events or large volunteer teams.

Important Notes:

- This is a fixed fundraising amount for delivery of the services outlined in this document.
- The agreed amount will be paid upon satisfactory completion of duties.
- CASS reserves the right to accept the tender that represents the best overall value, not necessarily the lowest bid.
- CASS may negotiate with shortlisted organisations prior to awarding the contract.

Payment terms will be finalised in the Tender Agreement.

Volunteer Requirements

The successful organisation must supply approximately 10-14 volunteers across Show Days.

Requirements

- All volunteers must be over 18 years of age.
- A nominated Supervisor must be appointed and remain onsite during operational hours.
- Volunteers must be physically capable of working outdoors for extended periods.
- Volunteers must be rotated to ensure appropriate rest breaks.
- Volunteers must follow all directions provided by CASS representatives.

Final rosters will be confirmed during the pre-event briefing.

Positions & Shift Times

Indicative staffing times are as follows:

Friday

- Public Parking: 8:00am – 8:30pm
- Gate Management: 8:00am – 6:00pm
- Disabled and Trade Parking 8:00am – 12:00noon

Saturday

- Public Parking: 8:00am – 8:30pm
- Gate Management: 8:00am – 6:00pm
- Disabled and Trade Parking 8:00am – 12:00noon

Operational Responsibilities

Gate Management

Volunteers will:

- Open and close designated gates at the start and end of shifts.
- Direct vehicles to appropriate entry points.
- Prevent unauthorised entry through exit gates.
- Assist with orderly traffic flow using Stop/Slow signage where required.

Indicative Gate Access:

- Public Parking Entry – Gate 11
- Public Parking Exit – Gate 7 (unless otherwise directed)
- Members & Disabled Entry – Gate 1 (or as directed)
- Trade Entry – Gate 1 or Gate 4 (as allocated)

CASS Traffic Coordination retains authority to redirect traffic if required.

Parking Management

Volunteers must:

- Park vehicles in orderly rows.
- Maintain clear access lanes at all times.
- Ensure a minimum 5-metre clearance where designated driveways or emergency access lanes are required.
- Ensure no vehicle is parked within 5 metres of any entry or exit gate.
- Maintain a courteous and professional approach with patrons.

Disabled Parking & Trade Area Management (Priority Area)

The Disabled Parking area is located near Trade Parking and requires strict management. This is a high-priority operational area.

Disabled Parking Requirements

Volunteers assigned to Gate 1 and surrounding areas must:

- Physically sight and verify a valid Disability Parking Permit before allowing entry into the Disabled Parking area.
- Not rely on verbal confirmation.
- Politely redirect vehicles without a valid permit to the Public Car Park.
- Maintain clear access lanes at all times.
- Ensure no vehicle parks, waits or stages in Disabled areas without authorisation.

Under no circumstances are vehicles without a valid permit to be allowed access to Disabled Parking.

Trade Parking & Traffic Separation

- Trade vehicles must be directed strictly to designated Trade areas.
- Trade vehicles must not queue or stage within Disabled Parking zones.
- Volunteers must actively manage congestion between Trade and Disabled areas.
- No vehicle is to block access routes.

CASS reserves the right to intervene immediately if Disabled access is not adequately protected.

Parking Layout & Vehicle Spacing

Volunteers must:

- Park vehicles in orderly rows.
- Maintain clear access lanes.
- Ensure a minimum 5-metre clearance where designated driveways or emergency access lanes are required.
- Ensure no vehicle parks within 5 metres of any entry or exit gate.
- Maintain a courteous and professional approach at all times.

Supervisor Responsibilities

The nominated Supervisor must:

- Remain onsite during operational hours.
- Act as the primary contact with CASS.
- Sign for and return radios and keys.
- Ensure volunteers comply with safety and Disabled Parking requirements.
- Report any incidents immediately.
- Monitor peak arrival times and reallocate volunteers if required.

Insurance & Compliance

The successful organisation must provide:

- Public Liability Insurance (minimum \$20 million).
- Workers Compensation coverage (if applicable).
- Volunteer list prior to the event.

All volunteers must comply with safety directions issued by CASS.

Safety & Welfare

- Volunteers must receive a break at least every 3 hours.
- No volunteer is to operate alone without radio contact.
- Emergency vehicle access must be maintained at all times.
- All incidents must be reported immediately to CASS.

CASS may amend operations if required for safety reasons.

Pre-Event Requirements

- The successful organisation must:
- Attend a mandatory pre-show briefing.
- Participate in a site walk-through.
- Provide final volunteer roster prior to Show Days.
- Collect radios, vests and keys as directed.

Post-Event Reporting

- A brief written report must be submitted within 7 days outlining:
- General feedback
- Volunteer numbers
- Incidents
- Recommendations for improvement

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Selection Criteria

Submissions will be assessed on:

- Capacity to supply volunteers
- Organisational capability
- Commitment to safety
- Value for money
- Community involvement

CASS reserves the right to negotiate or decline any submission.

How to Apply

Please submit:

- Overview of your organisation
- The fundraising amount requested
- Confirmation of volunteer capacity
- Insurance details
- Relevant experience

Applications to:

show@alicespringsshow.com.au