



2025 VILLAGE INFORMATION BOOKLET

What is a Team Village Site?

Teams participating in the 2025 City-Bay Fun Run can apply for a dedicated space in the Team Village, located in the post-race area at Glenelg. It's the perfect way to celebrate your achievement together – relax, recharge, and enjoy the festive atmosphere with your teammates.

Applications are now open!

We'll take care of the hard work by arranging your site, including a marquee and furniture, ready for your arrival on race day.

Please note: team Village Sites are limited.

Team Village Site Costs

	3m x 3m	6m x 3m	9m x 3m
Site & Marquee Provided	\$390 inc GST	\$775 inc GST	\$1160 inc GST

Furniture

Olympic Party Hire is the official furniture supplier for the 2025 City-Bay Fun Run.

Teams can hire a range of items for their Team Village Site, including tables, chairs, bbq's, ice tubs, tagged extension cords, power boards and other furniture for their Team Village Site.

All hired items will be delivered directly to your site and ready for your arrival.

To see what they have visit <https://www.olympicpartyhire.com.au>

To place your order e-mail Jo@olympichire.com.au with your requests. In your email subject, please specify 'City-Bay' and your team name.

Orders must be placed via email – do not use the website to book.

Power

Powered sites are limited. Please only request power if essential.

All electrical cords and equipment must be tagged for safety compliance. Tagged extension cords and power boards can be hired through Olympic Party Hire. To place your order e-mail Jo@olympichire.com.au with your requests.

10amp	\$55 inc GST
15amp	\$70 inc GST
3phase	\$220 inc GST

PLEASE NOTE: do not order prior to your site confirmation from City-Bay.

Catering

Vili's is the official caterer for the 2025 City-Bay Fun Run.

Teams can place an order for Vili's catering, which will be made available to you on event day. Cold food only. No hot food orders will be accepted.

To place a Vili's catering order, please visit <https://www.cafedevilis.com.au/catering> and place an online order with them.

Orders must be submitted no later than September 4th 2025.

If you do not wish to order catering, teams are welcome to bring their own food but no other catering service will be accepted onto the site.

PLEASE NOTE: do not order prior to your site confirmation from City-Bay.

Drinks / Water

Mt Lofty Springs is the official water supplier for the 2025 City-Bay Fun Run.

If your team would like to order water, please complete the Mt Lofty Springs order form on the next page and return it to admin@city-bay.org.au.

Orders must be submitted no later than September 4th 2025.

PLEASE NOTE: do not order prior to your site confirmation from City-Bay.

Please note, this is an alcohol-free event. Alcohol is not permitted anywhere on site, including within your Team Village space.




CITY-BAY VILLAGE SITE MT LOFTY WATER ORDER FORM

Name:

Telephone:

Email:

Team/Organisation:

Quantity	Product	Unit Price	Order
1	10L portapack 	\$6.00 inc GST	
24 (Carton)	350ml Bottle 	\$18.00 inc GST	
24 (Carton)	600ml Bottle 	\$19.50 inc GST	
50 (sleeve)	Paper cups 	\$3.90 inc GST	
Order total:			

Ice

Please note that ice availability and pricing will be determined based on the total demand from all teams upon registration, so quantities and costs are to be confirmed closer to race day.

How to Apply for a Village Team Site

All applications must be done via the online form.

Please click <https://city-bay.org.au/village-site-registration/> to complete your online application.

Payments

Invoices for site fees, marquee hire, and power will be issued upon acceptance by City-Bay, with payment due within 14 days.

Key Dates and Deadlines

Applications open Apply: https://city-bay.org.au/village-site-registration/	Wednesday 1 st July 2025
Applications close	Tuesday 19 th August 2025
The Village Final Instructions & Site Guide will be sent out via email	Friday 29 th August 2025
Event Day!	Sunday 21 st September 2025

Contact

If you have any questions about the City-Bay Fun Run 2025 Village Sites, or the application process please email admin@city-bay.org.au.

Village Site Terms and Conditions

All teams applying for a City-Bay Fun Run 2025 Village Site must agree to abide by the Village Site Terms and Conditions as outlined below:

- Sites cannot be on-sold. Only the team identified on the application form is permitted.
- Site fee invoice is to be paid within 14 days of receipt of your invoice. Failure to pay invoices will result in the forfeit of your site.
- Any cancellations made prior to 19th August 2025 will be entitled to a full refund less a \$50 administration fee.
- Any cancellations made after COB 19th August 2025 will not be entitled to a refund.
- If a team cancels their site, they are responsible for notifying and cancelling any orders placed with associated suppliers.
- Teams must strictly adhere to the bump in / out times, any directions and processes as outlined in The Village Final Instructions & Site Guide, or as communicated by event officials.
- Teams must abide by the vehicle access instructions as outlined in The Village Final Instructions & Site Guide. No vehicles are permitted to remain on site outside of permitted times.
- Teams acknowledge that all marquees must be ordered through City-Bay Fun Run and will be supplied by Olympic Party Hire. No other commercial hirer can erect or supply items for a Village Site.
- Teams are permitted to supply food and drink for consumption by their own team members and not for the public. [Food Safety for Outdoor Events](#) guidelines available on the City of Holdfast Bay website and as outlined in The Village Final Instructions & Site Guide. Strictly no alcohol.
- Teams are permitted to use a BBQ. Teams must abide by Safe Operating Procedures and Checklist for BBQ's as outlined in The Village Final Instructions & Site Guide.
- Teams are not permitted to sell to either team members or the public from their site.
- We encourage food and beverage to be served in compostable containers and drinkware.

- Teams must ensure that any electrical appliances, equipment and cabling brought onto the event site or in use is tested, tagged and maintained in accordance with relevant Australian Standards and work health and safety legislative requirements.
- Promotional brochures / flyers / merchandise / giveaways cannot be offered to the public and must only be given to your team members – this is a Council by-law.
- Teams must contain their activities to their allocated space unless otherwise agreed by Event Management.
- Banners must be contained within a marquee.
- Teams must keep their allocated space clean and tidy during the event
- Teams are responsible for the removal of all waste and leftovers from their site. Any leftover rubbish will be discarded and reasonable costs rising from the removal will be recoverable from the team.
- Teams must not permit, cause or contribute to damage of their allocated space. Any damage caused will be rectified and repaired at the cost of the Team.
- Any entertainment arranged by teams must be approved in writing prior by Event Management.
- Event Management reserves the right to immediately terminate the use of a site where the team is in breach of these Terms and Conditions or otherwise engages in conduct that is a nuisance or dangerous to patrons.

The City-Bay Fun Run will not be responsible for acts, omissions or defaults of the Teams, or anyone acting on behalf of or at any of the Team's direction ("Indemnifying Party") nor, to the extent permitted by law, will any of City-Bay Fun Run be liable for any claim, loss, damage, cost or expense (whether arising under statute, from negligence, personal injury, death, property damage or infringement of third party rights or otherwise) arising from any act, matter or thing done, or permitted or omitted to be done, by the Indemnifying Party pursuant to, in default of or in connection with these terms and conditions or otherwise in connection with the City-Bay Fun Run event.

Q&A

Q. When will I be notified if my Village Team Site application has been successful?

A. Applications will be reviewed weekly. You will receive notification of the success of your application within 5 business days.

Q. When will I know where my Team Site is located?

A. Village Site Maps will be distributed a week before the City-Bay Fun Run.

Q. When will I receive The Village Final Instructions & Site Guide?

A. The Village Final Instructions & Site Guide will be emailed to teams on Friday 29 August.

Q. Can I bring my own pop top?

A. No, unfortunately teams are not permitted to bring their own pop top due to strict council and wind regulations for 2025.

Q. How do I pay for my site?

A. Teams will be sent an invoice for marquee hire and power including any Mount Lofty Spring orders from City-Bay. Payment is due within 14 days.

Payments for Olympic Party Hire and Vili's catering are to be made directly to the relevant business.

Q. How do I change elements of my order?

A. Please contact City-Bay or the relevant supplier directly for any updates or changes:

- Site Bookings & Power Changes
 - Email: admin@city-bay.org.au
- Furniture Hire
 - Email: Jo@olympichire.com.au
- Vili's Catering
 - Contact: <https://www.vilis.com/#contact>
- Mt Lofty Water
 - Contact: admin@city-bay.org.au

Q. I want to cancel my site – how do I do this?

A. E-mail the team at City-Bay at admin@city-bay.org.au.

Cancellations before 19 August 2025 will receive a full refund minus a \$50 admin fee. No refunds for cancellations after COB 19th August 2025.

Q. When am I able to set-up my site / access my site?

A. The Village Final Instructions & Site Guide will be emailed to teams on Friday 29 August, and will contain information on key times and vehicle access information, along with site planning checklists, and important Safe Work SA guidelines.

Q. Are there toilets in the Village?

A. Yes, including accessible toilets.

Q. What considerations have been given to team members in a wheelchair?

A. Accessible toilets are available within the Village. The site has been designed with wheelchair accessibility in mind. Please note that the Village is situated on well-maintained grass, and event organisers have taken care to ensure the area is as accessible and inclusive as possible for all attendees.