

## **Rules for Trade Promotion**

The following rules apply to the Surfest surfboard giveaway run by City of Newcastle (**CN**) for its own promotional benefit.

**1. Promotion dates**

Entries open on Thursday 31 March at 9am, and close on Sunday 3 April at 5pm.

**2. Multiple entries**

Participants may not enter more than once.

**3. Prize pool**

The prizes for this promotion are as follows:

Winner/1<sup>st</sup> prize: Surfboard valued at approximately \$600

**4. How to claim prize**

Winners will be contacted by CN within 7 days by email. Winners have 28 days from the draw date to contact CN and arrange to collect the prize, or the prize will be forfeited and re-drawn.

**5. Can a participant win more than one prize?**

A participant can only win one prize in this promotion.

**6. Age limit of participants**

Participants must be 16 years or older to enter this promotion at the time of entry. Proof of age must be provided if requested to claim a prize.

**7. Bonus prizes**

No bonus prizes may be awarded as part of this promotion.

**8. Disputes**

Disputes concerning the conduct of the promotion or the claiming of a prize will be determined by CN's Governance Directorate in accordance with these rules and the relevant legislation.

**9. Person conducting the promotion**

This promotion is being run by CN's Strategy and Engagement Directorate for the purpose of promoting CN.

**10. Eligibility of participants**

Any employee of CN's Strategy and Engagement Directorate is prohibited from entering the promotion and prohibited from winning a prize if an entry is received.

A person involved in the management of CN is prohibited from entering the promotion and prohibited from winning a prize if an entry is received. Management consists of staff in the Lord Mayor and CEO's offices (including the Lord Mayor and CEO), Directors, Service Unit Managers, members of the Executive Leadership Team (ELT) and Councillors.

**11. Determining prize winners**

Winners will be determined by random draw using the RAND function in Microsoft Excel on Monday 4 April 2022. Winners will be notified by email within 7 days of the draw and published in CN's What's On email newsletter.

Winners have 28 days from the draw date to contact CN and arrange to collect the prize, or the prize will be forfeited and re-drawn.

**12. If the prize winner cannot be contacted**

If the prize winner(s) cannot be contacted within 7 days of the draw their names will be published on the What's On website advising they have won. If they have not contacted CN within 28 days of the draw they will forfeit their prize and it will be re-drawn in accordance with these rules.