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Expressions of Interest (EOI)

***Roxy Theatre ‘Red’ Seating***

**REQUIRED INFORMATION**

Using the format below, please provide the requested details.

|  |  |
| --- | --- |
| Contact Name: |  |
| **Email Address:** |  |
| **Phone Number (mobile phone preferable):** |  |
| **I am interested in GOOD QUALITY SEATS (these are fit to use as is)** | Number of Seats | Price offered per seat $ |
| **I am interested in FAIR QUALITY SEATS(these need minor repairs)** | Number of Seats | Price offered per seat $ |
| **I am interested in POOR QUALITY SEATS (these need major repairs)** | Number of Seats | Price offered per seat$ |
| **Intended use for seats:****(e.g., Private, Community Hall/Theatre, Museum)** |  |

***All expressions of interest must be emailed to*** ***cynthiaa@leeton.nsw.gov.au******by midnight on Monday, 9 October.***

*Alternatively, completed forms can be hand-delivered to the Council administration building before COB on 9 October, in an envelope marked “Seating EOI c/o Cynthia Arel”.*

*For any enquiries, please contact Cynthia on 02 6953 0951 (Cynthia works part-time so please leave a message and Cynthia will call back).*

**Important to Note:**

1. **Council is obliged to add GST to all sales of seats.**
2. **You will be notified if your offer is accepted by Council (or not) on 10 October by email (or phone if no email address is supplied). The email will also provide time slots during which the seats must be collected on 11th or 12th of September. The collection address will be supplied at the same time as well as details of how to make payment. Payment is required ahead of collection.**