



## Site Plan Examples

### The Purpose of a Site Plan

The purpose of a site plan is to understand the size and layout of your event site. We understand that not all details will be finalised when applying for an event; however please include as much information as possible.

#### **At a minimum your site map should include the location**

We should be able to determine the location of your event from looking at your map, so please include a map showing where the site is located in the reserve or venue.

#### **A good site map will include more details on infrastructure**

- If you require vehicles onsite, where will they be entering and exiting from?
- Do you have marquees or pop-up tents? Where will they be placed?
- Will there be food trucks? Where will they be placed on site?

#### **An excellent site map will include more detailed information, including:**

- Where will you be directing people to park? Include both staff and attendee parking where applicable.
- Do you need power from the City's Power boxes? Have you spoken to the City about where these power boxes are, and planned your site accordingly?
- Do you have fencing around your event? Where is the boundary and entry points for attendees?
- Will you have toilets brought in for your event? Where will they be placed, and do they need access to water points? Have you contacted the City to discuss this?

#### **See below our examples that you can follow for your event site.**

If you would like a high-resolution image of your event area to make your site map, please contact the Events team on 1300 693 736 or email [events@fremantle.wa.gov.au](mailto:events@fremantle.wa.gov.au)

Excellent site map example



Good site map example



Poor site map example

