



TERMS & CONDITIONS

1. Introduction

- 1.1 This 'Local Give Back' (Program) is conducted by Norman Gardens Shopping Village (Promoter) and administered by HG Property Services Pty Ltd (Administrator) in its absolute discretion.
- 1.2 These terms and conditions apply to all Participants entered into and/or grants awarded under the Program.
- 1.3 The laws of Queensland apply to the conduct of the Program and the interpretation of these terms and conditions.
- 1.4 By agreeing to participate in this Program, Participants warrant that they have read, understand, accept and agree to be bound by these terms and conditions.

2 Duration

- 2.1 The voting process for the Program runs from 9am Monday, March 9 2026, to 11:59pm Thursday, April 30 2026.

3 Eligibility

- 3.1 The Program is only open to local catchment area primary schools that were invited to participate by the Administrator (Participant).
- 3.2 Directors, officers, management, suppliers and their employees (and the immediate families of directors, officers, management, suppliers and employees) of the Promoter and its related bodies are ineligible to participate in the Program.
- 3.3 Retailers, store owners, managers and their employees (and the immediate families of directors, officers, management, suppliers, retailers, store owners, managers and employees) at Norman Gardens Shopping Village are ineligible to participate in the Program.
- 3.4 To participate in the Program, a Participant must:
 - i. Be a primary school located in the immediate catchment area of the Norman Gardens Shopping Village; and
 - ii. be invited to participate; and
 - iii. have returned a completed authorised copy of the participation documents; and
 - iv. comply and agree to be bound by these Terms and Conditions at all times.

4 Voting

- 4.1 During the promotional period, the general public can visit the Norman Gardens Shopping Village website to place their vote preference.
- 4.2 The Voting Period will run from Monday, 9th March 2026 until Thursday, 30th April 2026.
- 4.3 Only one (1) vote can be submitted per Individual.
- 4.4 Individuals will vote by selecting their first (1st) preference to receive a grant.
- 4.5 Individuals must complete the voting form completely and correctly for their vote to be eligible.
- 4.6 The Administrator does not accept responsibility for late, lost, misdirected or incomplete Votes including but not limited to delays in the delivery of a Vote due to technical disruptions, network congestion or for any other reason.
- 4.7 The Administrator reserves the right to not accept and deem Votes invalid which are not completed and submitted in accordance with these Terms and Conditions.



- 4.8 The Administrator will not be required to and does not intend to disclose or provide any decisions made in relation to the result decision of unsuccessful Finalists.
- 4.9 The Administrator reserves the right, in its sole and absolute discretion, to modify the processes outlined in these Program Terms and Conditions including the Voting process, assessment process or to cease its Grants Program.

5 Successful Grant Recipients

- 5.1 Shortlisted Schools will be selected by the Administrator.
- 5.2 Shortlisted Schools will be contacted to share more information to promote across Norman Gardens Shopping Village's online and in-centre marketing platforms, including information on the organisation, initiative that a Grant would fund and supporting photo images. This information will be shared publicly by the Promoter as part of the Grants Program advertising. This may include local newspaper and radio platforms in addition to Norman Gardens Shopping Village's online and in-centre platforms. By entering into this Program, you agree and consent to this information being made public.
- 5.3 Shortlisted Schools will be announced to the public online via www.facebook.com/normangardensshoppingvillage and www.normangardens.com.au.
- 5.4 Shortlisted Schools will be listed publicly via the Centre website for public vote to determine the order of awarding of the Grants.
- 5.5 The Voting Period will run from Monday, March 9th, 2026, until Thursday, April 30th 2026.
- 5.6 The grant recipients will be decided based on a 50% weighting of public vote and 50% merit of application, with the top three Schools being rewarded 1 x Grant each in order of result.
- 5.7 In the event of a tie, the Administrator will determine the Recipients of the Grants in its absolute discretion.
- 5.8 The shortlisted Schools and final chosen Recipients of the Grants will be contacted by 5pm Friday, May 8th, 2026.

6 Grants

- 6.1 The total value of the Grants for this Program is \$6,000 including GST in Australian dollars. The total Grant amount will be divided between three Recipients in the following order:
- 1st Place - \$3,000
 - 2nd Place - \$2,000
 - 3rd Place - \$1,000
- 6.2 The Grants will be payable to the Successful Grant Recipients via invoice, in which supporting payment details will be requested by the Administrator to process within a 30-day period following the correct details being provided by the Recipients.
- 6.3 The successful Grant Recipients must not use the Grants or any part of the Grants as a contribution to any fund-raising initiative or for any purpose other than that described in the Grants Program initiative.
- 6.4 The Grant Recipients agree to provide a report within six (6) months, verifying the Grants are spent in accordance with the Grant Approval and these Terms and Conditions.
- 6.5 The Administrator will not be responsible for any additional project costs, nor obliged to pay any monies additional to the amount of the Grants.
- 6.6 The Grants are to be expended within a six (6) month period following the transfer of Grant funds by the Administrator.

7 Notification

- 7.1 The Grant Recipients will be notified by telephone or email. The Administrator has up to 30 days to deliver the Grant funds.



8 Publicity Materials

- 8.1 By entering this Promotion, Participants accept that their name may be made public. A picture, along with the winner's name, may be requested for publication on Social Media platforms or local radio and newspaper as part of the Promotion. You agree to your name and picture being published as a condition of entry into this Promotion.

9 Disclaimer

- 9.1 Photographs and images used for the Program are for illustrative purposes only and may not be to scale or depict exact grant detail or size.
- 9.2 By entering the Program, you acknowledge that these terms and conditions provide adequate warning of eligibility requirements, alternative Grant arrangements and afford a reasonable opportunity for you to seek your own independent legal advice prior to taking any Grant.
- 9.3 The Administrator accepts no responsibility for any Grant once it has been received.
- 9.4 The Administrator accepts no responsibility for lost, late or illegible Applications.
- 9.5 To the extent permitted by law, including pursuant to schedule 2 of the Competition and Consumer Act 2010 (Cth) (Australian Consumer Law), the Administrator and its associated subsidiaries, employees, advisers, agents, and related bodies corporate shall not be liable for any loss or damage of whatsoever nature however occasioned to any person by, through or in connection with the Program (including but not limited to direct, indirect, or consequential loss or damage or personal injury).
- 9.6 The Grant Recipients and all Participants must, on demand, indemnify and keep indemnified, the Administrator, its subsidiaries, agencies, employees, advisers, agents and companies against all claims, losses, damages, costs, and expenses reasonably or lawfully suffered or incurred by the Administrator by reason of any loss, damage or injury incurred by the Administrator arising out of this Program.

10 Termination of Program

- 10.1 The Administrator reserves the right to vary the terms of, or cancel, this Program at any time with or without notice and without liability to any Applicant or other person, subject to applicable laws.

11 Decisions Final

- 11.1 The Administrator's decision relating to the Program and/or acceptance of any Grants are final and no discussions or correspondence with Finalists or any other person will be entered into.

12 Personal Information and Privacy

- 12.1 Under the Privacy Act 1988 the Administrator must tell a Participant when it collects personal information about them and how it will use it. If the Participant chooses to enter or take part in this competition, the Participant will be required to provide information about themselves.
- 12.2 The personal information supplied by Participants when entering this Promotion may be used for the purpose of sending information on any of the Administrator or Promotor's products or services. From time to time this information may be used by the Administrator in various ways, including but not limited to public marketing and promotional material. The use and disclosure of this information is subject to the restrictions imposed on the Administrator by the Privacy Act 1988. Subject to the provisions of the Privacy Act 1988, Participants may have access to any personal information held by the Administrator by contacting HG Property Services, Level 14 241 Adelaide Street, Brisbane, QLD 4000.
- 12.3 The Participant acknowledges that any personal information provided by the Participant is not sensitive information.
- 12.4 If the Participant wishes to access, update or correct the Participant's personal information, the Participant may do so by providing the Administrator with written notice. If a Participant prefers that the Administrator not use their details and/or retain their details, please contact the Administrator.



- 12.5 All Participants have a right to access most personal information which the Administrator holds about them. The Administrator may deny any request for access in some circumstances.
- 12.6 The Administrator reserves all rights to amend these Terms & Conditions of this Promotion at any time, with or without providing notice and within its complete discretion at any time.

Schedule

Item 1 (Clause 6)	Grant Amount \$6,000.00 (inclusive of GST) divided between three recipients. The three recipients awarded either \$3,000, \$2,000 or \$1,000.
Item 2 (Clause 2)	Program Period Commences: Monday 9 March 2026 at 9:00am (AEST) Ends: Thursday 30 April 2026 at 11:59pm (AEST)
Item 3 (Clause 5)	Voting Period Commences: Monday 9 March 2026 at 9am (AEST) Ends: Thursday 30 April at 11:59pm
Item 5 (Clause 5)	Recipients Selected By 5:00pm (AEST) Friday 8 May 2026
Item 6 (Clause 6)	Grant Payments Within 30 days of the Recipients providing correct bank information
Item 7 (Clause 6)	Grant Expenditure Within six (6) months of the date that the Grant Payment was provided by the Administrator

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Norman Gardens Shopping Village	City of Rockhampton
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