

Expression of Interest Ramadan Night Market

Form Preview

Expression of Interest Ramadan Night Market Operator

Welcome to Hume City Council's online Expression of Interest for a Ramadan Night Market Operator

Council is inviting **Expressions of Interest** from eligible **community organisations** and **not-for-profit entities** to plan, deliver and manage a **Ramadan Night Market**, for a period of up to three years, commencing 2027, in the Hume Central precinct, or alternate location.

Council is seeking a capable and experienced operator that can work collaboratively with stakeholders, local traders, community, and Council to deliver a welcoming, inclusive, safe, and compliant event. The Ramadan Night Market will recognise the cultural and spiritual significance of Ramadan, celebrate Hume's cultural diversity, and encourage local and visitor participation.

This EOI process is intended to identify an organisation with the governance, event management capability, and community connections to deliver the event in accordance with Council, regulatory and statutory safety, compliance requirements, and best practice event management standards.

Before completing this application, you should read the **Expression of Interest** document.

Regularly save your application by clicking the **'Save Progress'** button which appears at the top of your screen.

Incomplete applications or applications not submitted by the closing date are unable to be considered.

KEY DATES:

- **Applications open at 4pm on Friday 5 June 2026**
- **Applications close at 5pm on Wednesday 1 July 2026**

ELIGIBILITY CRITERIA:

To be eligible you must:

- Be an incorporated community organisation, incorporated association, company limited by guarantee, registered charity or other recognised not-for-profit legal entity;
- Hold an active Australian Business Number (ABN);
- Be able to demonstrate governance arrangements, and organisational capacity;
- Have experience in community engagement and cultural programming
- Hold, or be willing to obtain, all required insurances, including holding a minimum of \$20 million in public liability insurance for the Ramadan Night Market;

The Market must be:

- held in the City of Hume, within the Hume Central precinct - or alternative location.

NEED HELP OR FURTHER INFORMATION?

- SmartyGrants [Help Guide for Applicants](#)
- Email: events@hume.vic.gov.au
- Phone: Coordinator, Arts, Culture & Events Hazel Finnie 0408 443349

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Applicant Details

* indicates a required field

Applicant Details

This section will ask questions about you and your organisation.

Organisation Name *

Organisation Name

Organisation Registered Address *

Address

Organisation Email *

Must be an email address.
If different from Your details

Organisation Website

Must be a URL.

Organisation Social Media (if used)

Contact Person *

First Name

Last Name

Position Title / Role *

Email

If different to email above

Phone Number *

Must be an Australian phone number.

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Eligibility Check

* indicates a required field

Please confirm that your organisation meets all eligibility requirements by responding to the questions below.

What type of organisation are you? *

- Incorporated Community Organisation or Association
- Not-for-profit entity

Proof of Incorporation

Is your organisation Incorporated?

Incorporation number

Please attach your Certificate of Incorporation

Attach a file:

ABN Details

ABN (Australian Business Number)

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

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Public Liability Insurance

To operate the Ramadan Night Market you will need to have or obtain \$20 million in public liability insurance cover.

Acknowledgement *

I acknowledge that the organisation will require \$20 million in public liability insurance cover to operate the Ramadan Night Market

Attach a copy of your current Public Liability Insurance *

Attach a file:

Organisation Profile & Capacity

* indicates a required field

Your organisation

Tell us about your organisation and its purpose *

How many years has it been operating? *

How many members do you have? *

Do you have any employees? If so, how many?

Where is your organisation based? *

List suburbs, location, and premises as appropriate.

Event Delivery Capability and Capacity

What experience do you have in planning and delivering similar projects (public events, markets, community activities) and provide clear examples *

Include details - dates, attendance, locations.

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Please attach any promotional material for these events, markets or community activities

Attach a file:

Posters, postcards

Please link any social media or promotional material for these events, markets, or community activities

Instagram, Facebook links for the event or activity

Are you familiar with event management protocols - the need to prepare an Event Management Plan, Risk Management Plan and Emergency Management Plan *

- Yes
 No

Please attach a copy of an Event Management Plan for an event you have organised.

Attach a file:

For example, project plan, event or risk management plans, emergency planning documents as relevant

Please attach a copy of a Risk Management Plan for an event you have organised.

Attach a file:

Please attach a copy of the Emergency Management Plan for an event you have organised.

Attach a file:

Describe your organisation's financial capacity and approach to funding and delivering events. *

Event Concept

* indicates a required field

Your Proposal

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'Provide an overview of your proposed Ramadan Night Market, including the overall vision, key elements and how the event will operate. This should give a clear picture of what the market will look and feel like *

Where will you hold the Ramadan Night Market? *

'The market can be held at Hume Central Precinct, or applicants may propose an alternative location within Hume City.'

Why have you selected this location? *

What are the benefits or opportunities

What are the proposed dates and operating times? *

Suggested dates - Thursday - Sunday first two weeks of Ramadan. You can suggest other dates.

Cultural Alignment and Participation

How will the event represent or recognise the cultural and spiritual significance of Ramadan?

How will you include community voices and local participation in the Market? *

Tell us about the proposed market content (food vendors, community stalls, cultural activity, performances). *

How will you ensure this Market attracts visitors to Hume?

Participation opportunities,

Agreement, Privacy Statement and Declaration

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* indicates a required field

Privacy and Declaration

Privacy Statement

Council is collecting the personal information contained within this application for the purpose of enabling you to express your interest in becoming the operator of the Ramadan Night Market. This information will be disclosed to relevant Hume City Council personnel for the purpose of administering this Expression of Interest and not to any other party except as required by law. If you fail to provide this information, Council cannot consider your application.

Declaration

In submitting this Expression of Interest, I declare that I am aware of the following terms and conditions and certify that:

- I am authorised by the Applicant to act on behalf of the Applicant to submit this Expression of Interest;
- All information given to Council in relation to the Expression of Interest is true and correct, whether that information is given through this application or in any other way;
- The person/s named as the Contact Person in this application has consented to be named as the contact for the Applicant and has the authority to provide any information that may be required by Council in relation to this application;
- I will need to comply with all other Council terms, for example permitting and booking requirements

Council will not under any circumstances enter into an agreement with external parties who:

- Conflict with Council's social justice charter and principles of equity, access, participation, rights and accessibility for all community groups.
- Pose a conflict with the broader policies and practices of Council or may be perceived in conflict.
- Undertakes any illegal or unethical activity that negatively impacts the community and/or natural environment.

I have read the Expression of Interest and agree to the above terms and conditions *

Yes

SUBMITTING YOUR APPLICATION

To submit your Expression of Interest be sure to click on the '**Submit**' button which appears on the last page of the application.

You will not be able to submit your Expression of Interest unless you have completed all the compulsory questions.

After submitting your application you will receive a confirmation email. If you do not receive a confirmation email please contact the Events Team via email events@hume.vic.gov.au.