

Host Co-Ordinator (Inbound) - Overview Friendship Force of Perth (Inc)

1. Club President receives a request for Exchange and accepts on behalf of Friendship Force of Perth. FFI then provides an Exchange Number.
2. Club President confirms details of Host Co-Ordinator to FFI and other club.

RESPONSIBILITIES OF A HOST CO-ORDINATOR (HC)

- HC to contact counterpart in other club to confirm dates for exchange and also request indication of expected numbers. FF Perth has a minimum requirement of 10 ambassadors to proceed with an exchange.
 - Be conscious of time delays when communicating with other club, and possible language difficulties – Google translate is useful.
- HC to commence planning with assistance from a committee – the FF Perth Management Committee require the exchange planning committee to include at least 1 person with prior Incoming Exchange planning experience. We suggest you appoint 1 member of your committee to look after finances and have a designated 2nd in command in the event of illness or emergency.
- Your primary role is to secure appropriate hosts for the incoming ambassadors, plan the programme and be available during the programme to ensure smooth running. Communication between the ambassador co-ordinator and your own club hosts is vital.
- The Ambassador Co-Ordinator for the incoming club will provide the following document for your use:
 - Ambassador & Host Matching form indicating the ambassador details. A blank copy for your information is attached hereto as Annexure 1.
- Hopefully you will have a sufficient number of potential hosts in order to make the allocation based on shared interests etc but in all likelihood it will be a juggling act. You will need to refer to the Ambassador information so you can make your placements depending on dietary requirements, allergies to pets or smoking, ability to climb stairs and so on.
- Once you have completed your allocation of ambassadors to hosts, complete the Ambassador & Host Matching form and return to the Ambassador Co-Ordinator.
 - Remember to let your hosts know the details of their incoming guests.
 - Remember to thank any club members who were not appointed as a host.

Host Co-Ordinator (Inbound) - Overview Friendship Force of Perth (Inc)

- The FF Perth Rules of Association state an Exchange Director (now known as Host Co-Ordinator) is entitled to attend the 3 committee meetings prior to the exchange to provide a report on planning progress. If you wish to attend, please contact the Club President first.
 - A progress report is required by the Management Committee each month.

PROGRAMME

- As HC you are encouraged to provide an interesting range of activities for the ambassadors. With the focus of the exchange being to highlight the City of Perth, the FF Perth Management Committee requires you to include Kings Park on your itinerary.
- As soon as you have finalised your programme complete the attached document - (Annexure 2 - Health & Mobility Checklist) and send to the Ambassador Co-Ordinator. This form is not compulsory however you are required to advise the incoming club of the expected level of activity to assist them in ambassador selection.
- Remember to allow some free time on the programme.
- Remember to consider travelling times and distances if you are planning multiple activities on one day. Consider having some activities in north / south / east areas.
- If you wish to include a Courtesy Call at Council House, this must be arranged through the Club President. You can suggest a time and date, but availability is at the discretion of Council.
- Our Club is also allowed to plant 1 tree per year in the area close to our Friendship Wall. The Council will only permit this activity in the winter months so it is not available to every incoming exchange. This must also be arranged through the Club President.
- You are not required to arrange Dinner Hosting with club members however it can be an enjoyable activity. An alternative that could be considered is a group restaurant booking for all hosts & ambassadors together. Consider travel times for dinner hosting locations.
- Should the incoming ambassadors be en-route to or from another Australian club, it is essential to communicate with that club so activities aren't duplicated. For example, if Perth is the third club visited, the ambassador would most likely already have gone to a wildlife park / patted kangaroos already – you would therefore not include an outing to Caversham Wildlife Park on your programme.

Host Co-Ordinator (Inbound) - Overview

Friendship Force of Perth (Inc)

- Consider people who may have mobility issues and allow for transport between venues if a lot of walking is anticipated.
- Distribute the programme and costing well in advance if possible to give time for hosts and club members to arrange their participation.
- Conduct one or more workshops with your hosts to ensure they are fully aware of their obligations and understand the programme fully, especially commencement times for activities.
- The programme should specify activities / meals that are at ambassador's expense.

BUDGET

- For planning purposes the budget will be based upon the equivalent of US\$150 per head. Due to constant changes in the exchange rate, the Australian Council has recommended clubs use a figure of AU\$200 per head to be paid in full by the incoming club a minimum of 60 days prior to the exchange date.
- Your planned programme is not required to utilise the whole \$200 per head – FF is not a money making business. However, should your planned programme include special activities which will be over the \$200 limit, you can provide the details to the other club Ambassador Co-Ordinator (AC) to obtain their approval for the activity.
 - Examples of a special activity / expense could be hiring a bus & driver for a day trip, joining the Leeuwin Sail Training ship, a concert etc.
 - Remember to request Group or Seniors discount when planning the exchange activities as this can assist in making \$ go further.
 - Some activities may allow for 1 free entry for a guide / coordinator from Perth, which would reduce the overall cost per person.
- The other income you will receive will be from participation by club members in various activities, which should totally cover the costs for them to participate in their chosen activities.
- Do not over-estimate participation from club members when calculating your income. Try and cost the programme based solely on the numbers of ambassadors and 1 host per activity, remembering that the majority of our club hosts will not usually pay entry and visit places such as The Mint or The Bell Tower as they have been there numerous times

Host Co-Ordinator (Inbound) - Overview

Friendship Force of Perth (Inc)

previously. Hosts are expected to attend the Welcome and Farewell activities so you can include their numbers when planning these events.

- If you are able to cost your activities within the income generated from the ambassadors alone, then you will have a buffer for unexpected events once club members start to join in. If you have a surplus at completion of the exchange you may then be in a position to give a small refund back to each host.
- Remember to make allowance in your budget for things such as:
 - Ambassador / Host photo presentation
 - Possible costs for printing of programme
 - Any items for Welcome Bags (eg: bottled water, gift etc)
 - Consumable items such as extra milk / tea / coffee / paper plates / serviettes etc. Consider what is already available in the clubs' "Activities" box.
 - Decide if you will require club badges and bags, to be purchased from Merchandise Officer and the cost to be included in your budget.
- Club member, Glen Green, has negotiated a special deal for pricing on Captain Cook Cruises and the Maritime Museum. Contact Glen for further information if required.
- Some activities will require pre-payment of either a deposit or the full amount. If payment in full is required in advance, it is best just to use ambassador numbers and pay additional monies once confirmed participation from club members is known.
- You can request the Club Treasurer to pay deposits etc if you wish, or you can pay yourself and claim back on your reconciliation. The Club Treasurer will require an invoice from the venue before making any payments.
- As most club members pay into the Exchange Account by direct deposit, you will need to seek updates from the Club Treasurer so you know who has paid.
- At the conclusion of the exchange, you will be required to provide an exchange report and reconciliation to the Club Treasurer / Management Committee together with all the receipts / invoices supporting the reconciliation.
- A sample basic programme planner and reconciliation is attached hereto as Annexure 3.

Host Co-Ordinator (Inbound) - Overview

Friendship Force of Perth (Inc)

RESOURCES

- FF Perth will make a one-off payment of \$50 to each HC for their ad-hoc expenses incurred in planning the programme. You are not required to provide receipts for this payment. Please contact the Club Treasurer to arrange.
- FF Perth has various assets available to assist in the planning of your exchange. These assets are currently stored by our membership officer, Colin Allen. A list of available assets is attached hereto as Annexure 4 and you are required to complete and return this form to Colin with any requests.
- An “Activities” Box including such items as tea / coffee / serviettes etc is available for use and can be obtained from the Social Coordinator. You may need to ‘top-up’ some of the items.
- Robyne Tompsett and Ricky Congdon can both assist with providing vases and tea-light holders if required for functions, and can assist with flowers.
- A list of ideas / activities in Month order and by location is also attached as Annexure 5. This information may provide some assistance in planning.
- Decide if FF club badges will be included in your welcome bags and add the cost into your budget. Alternatively, the badges may be a gift from host to ambassador. Club badges can be obtained from the Merchandise Officer.
- You can also obtain 1 foldup bag per single / couple (if required) for use as a Welcome Bag, from the Merchandise Officer. These will cost \$3.50 per bag – you will have to allow for this in the budget.
- The Web-Master can distribute your programme electronically to all members. This format will allow members to complete on-line with their intended activities and you will receive the response. Please liaise with Geoff Graham for his input.

THINGS TO REMEMBER

- If you desire a Courtesy Call with City of Perth, this must be arranged through the Club President as early as possible. You may not be able to finalise your programme until a response is received from City of Perth so time is of the essence.
- Consider who will prepare and print your programme. Remember to allow sufficient time to obtain the welcome message from the Club President.

Host Co-Ordinator (Inbound) - Overview

Friendship Force of Perth (Inc)

- Consider who will take photos and prepare a printed copy / card for the farewell function. You could approach Julie Longbon to see if she is available. Allow between \$20-\$50 in your budget to go towards printing costs (to be confirmed, depending on what needs to be done).
- Of recent years, some of the welcome bags have included a hand-made Pot Holder. These have been created by Robyne Tompsett but you need to ask well in advance if she is available to make them. Allow at least \$20 in your budget for materials (or \$2 per pot holder).
- The Friendship Force website includes copies of all policies, procedures and documents that are relevant to conducting an exchange. Please utilise the information available to assist you. <https://friendshipforce-aussie.org/guidelines/>

Host Co-Ordinator (Inbound) - Overview Friendship Force of Perth (Inc)

Annexure 1

Ambassador and Host Matching Form



friendship force
INTERNATIONAL

AMBASSADOR AND HOST MATCHING FORM

Journey Number

Ambassador(s) Information			Host(s) Information	
Name		Special Needs (diet, smoker/ non-smoker, physical limitations, allergies)	Name	
Address			Address	
Phone			Phone	
Email		Interests	Email	
Gender			Interests	
Age				
Preferred roommate				
Languages Spoken				
Ambassador(s) Information			Host(s) Information	
Name		Special Needs (diet, smoker/ non-smoker, physical limitations, allergies)	Name	
Address			Address	
Phone			Phone	
Email		Interests	Email	
Gender			Interests	
Age				
Preferred roommate				
Languages Spoken				



friendship force
INTERNATIONAL

Ambassador(s) Information			Host(s) Information	
Name		Special Needs (diet, smoker/ non-smoker, physical limitations, allergies)	Name	
Address			Address	
Phone			Phone	
Email		Interests	Email	
Gender			Interests	
Age				
Preferred roommate				
Languages Spoken				

Ambassador(s) Information			Host(s) Information	
Name		Special Needs (diet, smoker/ non-smoker, physical limitations, allergies)	Name	
Address			Address	
Phone			Phone	
Email		Interests	Email	
Gender			Interests	
Age				
Preferred roommate				
Languages Spoken				

Host Co-Ordinator (Inbound) - Overview Friendship Force of Perth (Inc)

Annexure 2

Health and Mobility Checklist



Health and Mobility Checklist for Friendship Force Journeys

The Friendship Force Board of Directors adopted a new Health and Mobility policy in 2012 that emphasizes the need for the ambassador and host coordinators to communicate about the level of physical activity required during their journey and the ability of ambassadors to meet those requirements. The policy states:

The Host Coordinator shall provide the Ambassador Coordinator information describing the level of physical activity that will be required during the journey, including the amount of walking as well as the living conditions and type of transportation that will be used during the journey. (FFI provides a checklist on our website to assist in this process.)
FFI 2017 Policies and Guidelines for Clubs and Programs, Section VII, page 12

Host Coordinator: Complete this checklist and give it to the ambassador coordinator. Providing this information well in advance allows the ambassador coordinator to recruit well-qualified ambassadors to participate on this journey.

Ambassador Coordinator: You should receive this completed form from your host coordinator. Share this information with your applicants and use it when screening and accepting ambassadors.

The host coordinator is not required to use this form. They may develop his/her own guide, but they must provide the ambassador coordinator with information describing the level of physical activity required.

If you have any questions, please contact your Friendship Force Regional Support Manager.

Check all that apply.

Transportation

Transportation during this journey will include:

- Rented tour bus
- Private cars
- Public transportation

Walking

Walking during this journey will include:

- Indoor walking over an hour (Ex: museums or historic buildings)
- Outdoor walking on smooth, paved sidewalks
- Outdoor walking on uneven pavement or cobblestones
- Outdoor walking on unpaved trails
- Climbing hills or hiking

Activities

The most strenuous activities on this journey will include:

- Walking
- Low energy physical activities
- High energy physical activities (Ex: Hiking, swimming, skiing)
- Ambassadors will have the option to choose between high energy or low energy activities

The itinerary will be:

- Highly structured: Most days will include a full schedule of activities
- Moderately structured: Several days will include unscheduled free time
- Loosely structured: Most days will include unscheduled free time.

Health and Mobility Checklist Continued

Home Hosting

Stairs - Our hosts include homes with:

- No stairs
- Only a few stairs
- One flight of stairs
- Multiple flights of stairs
- Elevator

Most of our guests will:

- Share a bathroom with their hosts
- Have access to a guest bathroom

The bathrooms our guests will use are mostly located:

- On the same floor as the guest bedroom(s)
- On a different floor as the guest bedroom(s)

Sleeping Arrangements - Most of our guests will be offered:

- A bed with a mattress
- A pull-out sofa bed or roll-away bed
- A sofa
- A mattress on the floor
- Other: _____

Most of our hosts:

- Allow smoking in the home
- Do not allow smoking in the home
- Have a place where smoking is allowed

Most of our guests will:

- Share a bedroom with his/her traveling companion
- Be offered an individual bedroom
- Share a bedroom with members of the host family
- Sleep in a living room or other shared room

Hosts can accommodate guests with dietary restrictions or pet allergies:

- Most of our hosts
- Some of our hosts
- None of our hosts

Hotel accommodations

(Fill in this section if your journey includes an optional tour with hotel accommodations)

Guests will stay in one or more hotels that:

- Require climbing stairs (no elevator)
- Include a working elevator
- Include handicap-accessible bathrooms
- Offer a smoking or nonsmoking preference
- Do not offer a smoking or nonsmoking preference
- Offer in-room bathrooms
- Include only shared/public bathrooms
- Require several guests to share one room (Ex: hostels)

All ambassadors are expected to lift and carry their own luggage throughout the airport, in and out of cars or buses, and inside the host home.

Notes:

Ambassadors: Do you have particular needs or questions about this journey? Please share them with your ambassador coordinator, who will communicate with your hosts and share their response with you.

Host Co-Ordinator (Inbound) - Overview Friendship Force of Perth (Inc)

Annexure 3

Sample Programme Planner and Reconciliation

SAMPLE RECONCILIATION

Income Received

From ambassadors	\$
From club members	\$
	<hr/>
Total:	<u>\$</u>

Therefore:

Income	\$
Less expenses	<u>\$</u>
equals	<u>\$</u>
	Surplus to FFPerth

List the Expenses, which may cover things such as:

Venue hire

Bus hire

Activity 1

Activity 2

Activity 3, etc

Subway or fish 'n chips, etc

bottled water

morning tea expenses

Catering costs for welcome or farewell

allowance for photos/programmes

allowance for welcome bags (eg: if you ask Robyne to make potholders)

any refunds due to members or ambassadors

Host Co-Ordinator (Inbound) - Overview Friendship Force of Perth (Inc)

Annexure 4

Available Club Assets

Friendship Force of Perth (Inc) Assets Available for Use

Please indicate **X** against the items you require and return list to the club Asset Manager

** You are responsible for the return of ALL items borrowed.

** Items such as tablecloths, BBQ & tools, Serving trays etc are to be clean before return.

YOUR NAME: _____

ITEMS REQUIRED BY (Insert Date): _____

Item	Description	No. Avail	Insert X if required
BANNERS			
Perth Banner	Flora & Fauna	1	<input type="checkbox"/>
Free standing	Teardrop shape	2	<input type="checkbox"/>
Global Friends banner	Vinyl - Welcome/Farewell	1	<input type="checkbox"/>
White, V shaped with fringe		1	<input type="checkbox"/>
Perth FF Pennant		1	<input type="checkbox"/>
Conference banner	Image of Bell Tower	1	<input type="checkbox"/>
String of bunting		1	<input type="checkbox"/>
FLAGS, Assorted			
	Australian (with black swan)	3	<input type="checkbox"/>
	Australian	2	<input type="checkbox"/>
	WA - A Great Place	1	<input type="checkbox"/>
	Japanese	1	<input type="checkbox"/>
	New Zealand	1	<input type="checkbox"/>
BBQ & EQUIPMENT			
BBQ		2	<input type="checkbox"/>
Tongs		5	<input type="checkbox"/>
Egg Slices		5	<input type="checkbox"/>
Bucket		1	<input type="checkbox"/>
Food Preparation kit	3 knives/1 pair of scissors	1	<input type="checkbox"/>
Projector		1	<input type="checkbox"/>
Projector Screen		1	<input type="checkbox"/>
Power Board		1	<input type="checkbox"/>
Blue Tooth Speaker		1	<input type="checkbox"/>
Public Address System	Includes 1 hand-held microphone and 1 lapel microphone	1	<input type="checkbox"/>

Item	Description	No. Avail	Insert X if required
FUNCTION REQUIREMENTS			
Folding tables		2	<input type="checkbox"/>
Tablecloths	White, lace	21	<input type="checkbox"/>
Tea Towels		6	<input type="checkbox"/>
Serving Trays	Large white oval, plastic	8	<input type="checkbox"/>
	Small white oval, plastic	8	<input type="checkbox"/>
	Large oval, metal	4	<input type="checkbox"/>
Table decorations	Quantity of Honkey Nut/Leaves		<input type="checkbox"/>
	Assorted small flags on sticks (incl FF logo, Aus, NZ, Japan, Germany, USA, Brazil)		<input type="checkbox"/>
Urns	Electric 8 litre	1	<input type="checkbox"/>
	Electric 8 litre Kambro	1	<input type="checkbox"/>
Whiteboard	900x900mm	1	<input type="checkbox"/>
Trailer	6x4 covered trailer, Rego 1TKU631		<input type="checkbox"/>
Tents	Pavilion style	2	<input type="checkbox"/>
	Sun Shelter 3m x 3m	1	<input type="checkbox"/>
	Tent tie down pegs & ropes	8	<input type="checkbox"/>
Wall Map & Photos	(can be used at Have A Go Day or Information session)		<input type="checkbox"/>
Waltzing Matilda skit	Backdrop & puppets	1	<input type="checkbox"/>
Swim Team skit		1	<input type="checkbox"/>
Santa Suit		1	<input type="checkbox"/>
Xmas decorations	assorted	1 box	<input type="checkbox"/>

Host Co-Ordinator (Inbound) - Overview Friendship Force of Perth (Inc)

Annexure 5 Ideas and Activities

OCCASIONS TO CONSIDER BY MONTH

JAN	Australia Day Breakfast		Club activity
	Australia Day fireworks		Swan River foreshore
	Chinese New Year	eventcw@chungwah.org.au	9328 8657
FEB	Australian Conference	Mid Month	
	St Valentine's Day		
	Laneway Festival	Cultural Centre	
	Festival of Perth	Various events	Free and Ticketed
	Fringe Festival / Midlandia	Various events	Free and Ticketed
	WA Opera / WASO		Free concerts
	Gay Pride Parade		
MAR	Sculptures by the Sea	Cottesloe Beach	Mid-late month
	Mandurah Crabfest		
	Guildford Heritage Festival		
	Dragon Boat Race	eventcw@chungwah.org.au	
	Fiesta Concert	South Perth	9474 0777
	Easter		
APR	Easter		
	Anzac Day		
	Bayswater / Belmont Autumn River Festival		
MAY	Mother's Day		
	Bickley Harvest Festival		
	May Day Parade & Festival	Fremantle – 1 st Sunday	Free
JUN	Celebrate WA	Cultural Centre	Monday long weekend - Free
JUL	NAIDOC week	Indigenous culture	Usually 1 st week
	Winterfest (City)	Various events	Free
AUG	Avon Descent	White water race	1 st or 2 nd weekend
	Kings Park	Wildflowers	
SEP	Father's Day		
	Royal Show / Grand Final AFL		
	Fashion Festival		
	Wildflower Festival	Kings Park	
	The Big Sing	WASO	Bookings 9326 0000
	Tulip Festival	Araluen	

OCT	FFI International Conference		
	Zig Zag Walk	Kalamunda	
	Blessing of the Fleet	Fremantle	
	Mundaring Hills – Open Studios	Last weekend	Free
NOV	Melbourne Cup		
	Have A Go Day		Free
	Beaufort St Festival		Free
	Swan Festival of Light	(Deepavali)	Free
	Perth Heritage Days	Open buildings and gardens	Free
	Kalamunda Seniors Week		9257 9958
	Trinity Arcade Arts & Craft Exhibit		9483 1333
DEC	Christmas Picnic		

INTERNET SITES TO CHECK FOR FREE ENTERTAINMENT

Perth.gov.au/festivals

Fremantle.gov.au/festivals

Waso.com.au

Eventful.com/Perth

Weekendnotes.com

Whatson.com.au/perth/thingstodo

www.westernaustralia.com/events

www.taawa.org.au (food festival 2nd Sunday every month)

POSSIBLE EXCHANGE VENUES AND EVENTS

Kings Park	West Perth	9480 3900	
{Bell Tower	City	6210 0444 }	Note: combined ticket \$24
{Perth Mint	City	9421 7277 }	BellTower/Mint (2018)
Perth Museum	City	9427 2770	
W.A. Art Gallery	City	9492 6600	
Parliament House	City	9222 7259	
Tree planting	East Perth	Once a year	
City Walks	City	9483 1111	
Scitech	West Perth	9215 0700	
Free Concerts WASO		9326 0011	
Council/shire	Various		
Council/shire Street markets	Various		
Local fairs/shows	Various		
Flying Doctor	Jandakot	9417 6300	
Army Museum	Fremantle	9430 2535	
Maritime Museum	Fremantle	9431 8444	\$5.60 ticket (2018)
Shipwreck Galleries	Fremantle	9431 8444	Gold coin donation
Aviation Museum	Bull Creek	9311 4470	
River Cruise	Various	to Fremantle	\$19.50/group booking
River Cruise	Various	to wineries	
River Cruise Barrack St to East Perth		Little Ferry Co - 0488 777 088	
Roundhouse	Fremantle	1pm cannon	
Fishing Boat Harbour	Fremantle	Lunch	
Fremantle Prison	Fremantle	9336 9200	
Macedonian Church	North Perth - Angove St	9328 7975	(Iconography)
Wildlife Centre	Herdsmans Lake	9387 6079	(snakes)
Lake Monger	Leederville	Swans	
AQWA	Hillarys	9447 7500	
Hillarys boat harbour	Hillarys	shops/food	
Landsdale Farm	Darch	9343 1222	
Neil Hawkins Park	Joondalup	Handfeed birds	
Railway museum	Bassendean	9279 7189	
Swan Valley	various		
Caversham Wildlife	Whiteman Park	9248 1984	- farm show/animals
Armadale Reptile Park	Wungong	9339 6927	
Penguin Island	Rockingham	9391 1333	(closed winter)
Amaze Miniature Village	Barragup	9595 1299	

Peel Zoo	Pinjarra	9531 4322
Mandurah		day out
Car/Tractor museums	Whiteman Park	
Alcoa Minesite	Mandurah	9530 2400 - company tour
Kanyana Wildlife	Lesmurdie	9291 3900 - wildlife rehab
Aust rules football	local / AFL	
Pinjarra Museum	Pinjarra	9531 1438
Dwellingup Forest centre	Dwellingup	9538 1108
Tractor/machinery Museum	Serpentine	9525 5024 appt. only
Civic Receptions	State / City / Local	always appreciated
WACA Museum	East Perth	9265 7318
Optus Stadium Tours	Burswood	6247 5000

POSSIBLE THEMED EXCHANGES

TRANSPORT	Foot / Horse / bicycle / car / boat / plane / train
WILDFLOWERS	Coach tour / Kings Park / Lesmurdie Falls / John Forrest / Araluen
ARTS & CRAFTS	Markets / galleries
GAMBLING	Dogs / trots / races / casino
WATER	Sailboat / fishing / jetboat / winery cruise / Avon Descent / ocean / river / lakes.
TRAINS	Steam / diesel / electric / model / miniatures
CULTURAL	Mundaring / Swan Valley / Kings Park / Walyunga / museum.
WINE & DINE	From pie & sauce to awful offal and fine dining. Street / café / restaurant.

PLACES OF INTEREST BY AREA

KALAMUNDA

Craft Markets		1st Sat of month
Kalamunda Historic Village		9257 9999
Zig Zag Cultural Centre/Visitor Centre		9257 9999
Bickley Observatory	Night star gazing (well out of town)	9293 8255
Zig Zag walk/drive	Early AM or after sundown	
Melville's Rose Garden		9293 5342
Zanthorrea Nurseries		9454 6260
Lesmurdie Falls	Wildflowers Aug-Sept	
Calamunda Camels		9293 1156
Kanyana Rehabilitation Park	Tours & nocturnal tours	9291 3900
Mundaring Weir & Pump Station		9295 0202

JOONDALUP / WANNEROO

Gravity Centre		9575 7577
Gin Gin Observatory		9575 7577
Yanchep Park & caves		
Botanic Golf & Gardens		9405 1475
Neil Hawkins Park & bird sanctuary		
Wanneroo Museum		9405 5920
Landsdale Farm		9343 1222

HILLARYS

Hillary's Boat Harbour & shops		
AQWA		9447 7500
Pinnaroo Cemetery		
Mt Flora Museum	Waterman's Bay	9205 8555

SCARBOROUGH

Scarborough Beach		
Quarry Amphitheatre		9385 7144
Herdsmen Lake	(Gould League)	9387 6079
Lake Monger		

MURDOCH

Aviation Heritage Museum	Bull Creek	9311 4470
Castledare Railway	1 st & 3 rd Sundays	9356 2290
Wireless Hill Museum	9364 0158	Telecommunications & wildflowers

MORLEY

Coventry Markets

Native Animal Rescue Malaga 9249 3434

Whiteman Park Caversham

Railway Museum Ashfield 9279 7189

ARMADALE

Armada Reptile Park 9399 6927

Araluen Park Tulip display Sept 9496 1171

Canning Dam

History House 9399 0670

Tractor & Machinery Museum Serpentine 9525 5024 appt. only

MANDURAH / PINJARRA

Mandurah Crabfest March

Canal Cruises

Peel Zoo 9531 4322

Amaze Miniature Village 9595 1299

Pinjarra Edenvale Museum 9531 1438

Dwellingup Forest Centre 9538 1108

WESTERN SUBURBS

Sculptures by the Sea Cottesloe (March)

Claremont Museum 9340 6983

Children's Museum ECU Claremont 134 328

Geological Museum UWA Nedlands 6844 2854

Medical Museum Subiaco 9340 1506

Berndt Museum UWA Nedlands 6488 2854

FREMANTLE

Maritime Museum 1300 134 081

Shipwreck Museum 1300 134 081

Roundhouse 1pm cannon 9336 6897

Fishing Boat Harbour

Markets: E/Shed & Fremantle open Thurs—Sun only

Port Authority 9430 3555

Chocolate Factory

Art Galleries

Fremantle Prison Tours/Ghost Walk 9336 9200 / 9430 7177

Army Museum 9430 2535

Fremantle History Museum		9430 7966
S.S. Duyfken/Endeavour		0427 160 606
Old Asylum	Ghost Walk	9484 1133
Fremantle Arts Centre		9432 9555
Leighton Tunnels		9269 4544

GUILDFORD / MIDLAND / MUNDARING

Whiteman Park:

Caversham Wildlife Park		9248 1984
Tractor Museum		9209 3480
Car museum		9249 9457
Trains/Trams		9249 3861 / 9249 2777
Night walks		9209 6000
Police Communications Centre	Midland	9222 1300
Blackboy Hill	ANZAC Memorial	
Guildford Gaol/courthouse		9379 9400
Guildford Pottery		9279 9859
Historic walks		9379 9400
Alfred's Kitchen	Opens 5.30pm	9377 1378
Guildford Grammar		
Lilac Hill Cricket ground		
Rose & Crown Hotel	historic tunnel	9347 8100
Second-hand/antiques strip		

Start of Swan Valley:

Breweries/ wineries /distilleries/eateries		
Yahava Coffee Tasting		9250 8599
Marg.River Choc Factory		9250 1588
Whistler's Chocolates		9274 7777
Maalinup Aboriginal Gallery		9296 0711
Supa Golf		9296 5566
House of Honey		9296 3635
Reptile Park		9296 3101
Cheese Barrel		9296 4539
Mundaring Markets		
Mundaring Art Gallery		9295 3991
Mundaring Weir & Pump Station		9295 0202
C.Y.O'Connor Museum		9295 0202
Lake Leschenaultia		9572 4248
John Forrest National Park		

Mundaring Hills open art studios Various MundaringHillsOpenStudios.com.au

CITY

Kings Park	Guided tours avail	9480 3900
Parliament House		9222 7259
Harold Boas Gardens		
Scitech		9215 0700
Walks & Tours	Visitors Centre Murray St	
Supreme Court Gardens	(gumnut babies)	
Government House & Ballroom	tours by arrangement	9429 9199
His Majesty's Theatre & Museum		9265 0900
London Court		
Street Art / Sculptures		
St Georges Terrace Walk of Fame		
Council House		
Town Hall	(don't forget the mice)	
Forrest Place		
Northbridge		
Cultural Centre	Art Gallery/Museum/Library/State Theatre	
Barrack Square		
King St		
Trinity Arcade		
Churches	St Marys / St Georges / Trinity / Wesley	
Telecom museum	Pier/Murray Sts	
Fire Brigade Museum		9416 3400
Queens Park		
W.A.C.A.		9265 7318
South Perth Windmill		9367 5788
Zoo	South Perth	incl night concerts 9474 0444
Perth Mint		9421 7277
Belltower		6210 0444
Optus Stadium Tours		6247 5000