



GOVERNMENT HOUSE  
QUEENSLAND

## Request from Community Group to visit Government House

|   |  |
|---|--|
| <b>Name of Community Group</b>                          |  |
| <b>Contact Person Name / Position</b>                   | Name:<br>Position  |
| <b>Phone Number/s</b>                                   | Business Hours:<br>Mobile:   |
| <b>Email</b>  |  |
| <b>Postal Address for Correspondence</b>                |  |
| <b>Preferred Day and Date of Visit (Advise up to 3)</b> | 1.<br>2.<br>3.   |
| <b>Time of Visit</b>                                    |  |
| <b>Estimated Numbers</b>                                | (to a maximum of 50)   |
| <b>Mobility Issues (eg. Wheelchair/s)</b>               |  |
| <b>Office Use Only</b>                                  | Date received:<br>Date availability:<br>CRM/Diarise:<br>Spreadsheet: |

The completed form should be forwarded the Office of the Governor, using one of the following methods of delivery:

Email [rsvp@govhouse.qld.gov.au](mailto:rsvp@govhouse.qld.gov.au)

Fax 07 3858 5701

Mail Visit Request  
Office of the Governor  
GPO Box 434  
BRISBANE QLD 4001

A staff member will contact you in the near future