



Savannah Guides Enterprise Member Application Form

Savannah Guides is a network of professional tour guides and tour operators working with researchers, National Parks agencies and local communities. We are based in the tropical savannahs of northern Australia and operate tour guide professional development programs across the country.

Start your guiding career, build your Indigenous or regional tour business, access training and accreditation or discover great natural and cultural experiences with Savannah Guides.

SAVANNAH GUIDES ENTERPRISE MEMBER ELIGIBILITY

A tourism operation, located or operating within the Savannah Guides area of operation, that offers a nature or culture based interpretive activity.

SAVANNAH GUIDES ENTERPRISE MEMBER CRITERIA

To become accredited as a Savannah Guides Enterprise, a tourism operator must:

- Conduct nature and/or culture/heritage based interpretive activities in Australia's tropical savannahs or accepted adjoining regions as defined in the Savannah Guides Limited Constitution (Section 24).
- Be proposed and seconded by two Individual accredited Members of Savannah Guides Limited on the completed Application Form.
- Have a senior Enterprise representative (with the authority to commit their Enterprise) attend a minimum of one complete Savannah Guides Field School. Applicants cannot receive their accreditation until their second or subsequent Field School.
- Commit to abiding by the Code of Conduct and the appropriate representation and promotion of their Enterprise and Individual accreditations.
- Commit to actively encouraging staff to become Savannah Guides Members and participants including through employment packages to encourage guide development.
- Have on their guiding staff an accredited Savannah Guide. When an enterprise first seeks accreditation they must acquire or accredit a Savannah Guide simultaneously.
- Comply with legal operating permits for their tours (eg: National Park permits, licences).
- Hold Public Liability Insurance of at least \$20 million. Members are required to maintain currency of their public liability insurance as a condition of their Savannah Guides accreditation.
- Pay annual Membership Fees as required.
- Hold Quality Tourism Accreditation or maintain equivalent systems, or be actively working towards this, as determined by the Savannah Guides Board.
- Demonstrate a commitment to the tourism industry, community and/or environment, for example through volunteer service or relevant tourism, business, conservation or related accreditation, certificates or awards.
- Undergo a site and, where appropriate tour inspection by at least one Board Member or representative appointed by the Board.
- Be approved by the Board on the basis of meeting the above criteria, appropriate standards of professional operation, and the membership significantly enhancing the organisation.

SAVANNAH GUIDES ENTERPRISE MEMBER BENEFITS

- Endorsement as a tour operator of the highest standard in a professional fraternity.
- Savannah Guides Field Schools' professional development and bonding opportunities for guides within and outside their enterprise, building employee loyalty and retention.
- Use of the Savannah Guides logo on marketing collateral and stationery.
- Enterprise profile and link on the Savannah Guides website.
- Corporate and cooperative activities marketing opportunities using the Savannah Guides brand such as famils, product package inclusion, visitor referral and industry networking.
- Access to fellow member enterprises to promote business offerings.
- Brochure inclusion at other member enterprises.
- Savannah Guides newsletter subscription and contribution opportunity.
- Business evaluation and mentoring services from Savannah Guides Limited and fellow members.
- The opportunity for staff recognition through the Val Speedie Outstanding Tour Guide Award and the Barry Kubala Future Leaders Award.
- Operational cooperation with other Enterprise Members including trusted advice and support.
- Lobbying assistance in operational and marketing matters.
- Site and visitor management assistance from Savannah Guides Limited and fellow Members.
- Discounted Members' Registration Fee for Savannah Guides Field Schools for non-accredited employees, subject to any limits established by the Board.
- Contact with protected area managers through Savannah Guides Limited's Memoranda of Understanding with QPWS. Enterprises are encouraged to build their links with local Rangers and agency staff on environmental and visitor management issues.



Savannah Guides Enterprise Member Application Form

Enterprise Name: _____ ABN: _____

Contact Person: _____ Application Date: ____/____/____

Postal Address: _____

Town/City: _____ State: _____ Postcode: _____

Street Address / Location: _____

Phone 1: (____) _____ Phone 2: (____) _____

Mobile: _____

Email: _____

Web Site: _____

What is the business structure of your enterprise eg: private company, sole trader, government agency?

Who is the owner/s of the Enterprise? _____

Please describe your business, including your location or area of operation:

What kind of interpretive activities do you conduct?

How does your operation demonstrate a commitment to your community and / or environment?

Applicants must be proposed and seconded by a Savannah Guides Member:

Proposer Name: _____ Signature: _____

Secunder Name: _____ Signature: _____

Have you attended a Savannah Guides Field School? Yes No

When: _____ Where: _____

When: _____ Where: _____

Do you have an accredited Savannah Guide (or applicant) guiding for your Enterprise?

Name: _____ Phone/Contact: _____

Name: _____ Phone/Contact: _____

Please list the necessary licences and permits your enterprise has acquired to lawfully operate your tour and/or accommodation facility:

How long has your Enterprise been operating? _____

Has your Enterprise received any awards for its tourism activities?

Savannah Guides Limited Board Member or Representative:

Date of visit: ____/____/____ Savannah Guides Representative: _____

Please describe why you want to join Savannah Guides:

Please attach:

- A copy of your Quality Tourism Accreditation (if held)
- Your Brochure and any other relevant Product or Visitor Information
- A copy of your Enterprise's Public Liability Insurance Certificate of Currency

I agree to promptly pay my Enterprise Membership Fee Tax Invoice of \$550

- Accreditation at Sep-Nov School – Full fee payable
- Accreditation at Mar-May School – 50% fee payable

Membership Pledge

I commit this Enterprise to abide by the Savannah Guides Code of Conduct and Membership conditions as interpreted by the Board, and pursue the objectives of the Savannah Guides Mission Statement

I agree to participate in mentoring procedures as directed by the Board of Savannah Guides Limited.

This Enterprise shall also abide by the use of corporate imagery as stipulated by the Savannah Guides By Laws and in the event this Enterprise withdraws its Membership at a future date, permission to use the corporate imagery shall be withdrawn. In the event that this Enterprise is sold, Membership of Savannah Guides Limited and the use of its corporate imagery is at the discretion of the Savannah Guides Board.

Applicant's Signature: _____ **Date:** ____/____/____

Thank you for your application. We will be in contact soon.

SAVANNAH GUIDES



Protectors and Interpreters of the Outback

VISION

“Savannah Guides Limited will be leaders in the protection and interpretation of natural and cultural values”

MISSION

Savannah Guides’ Mission is to be an economically sound, community based, professional body which maintains high standards of:

- Interpretation and Public Education
- Training and Guiding Leadership
- Natural and Cultural Resource Management.

CODE OF CONDUCT

This Code of Conduct is designed to ensure the level of interpretation, service provision and commitment to sustainable tourism of Savannah Guides Members is consistent throughout the network and at the forefront of the guiding profession. It is the responsibility of all Members, as Protectors and Interpreters of the Outback, to ensure they abide by this Code of Conduct.

Savannah Guides Members will:

- Provide **high quality tourism experiences** in a culturally sensitive and an environmentally sustainable manner
- Adopt **best practice standards** in relation to safety and Duty of Care, interpretation, customer service, product promotion and their own leadership and presentation
- Maintain a **fully professional approach** in all dealings with guests, local people, industry colleagues and other Savannah Guides members
- Commit to **ongoing professional development**
- **Abide by the standards** and By-Laws of Savannah Guides Limited
- **Promote the Savannah Guides ethos** to colleagues and guests

It is the responsibility of all members to ensure they abide by the Code of Conduct. Members will be subject to disciplinary proceedings if they breach these ethical principles or partake in discreditable behaviour.