

2024 Registration FAQs

What is South Australia's History Festival?

South Australia's History Festival is an annual state-wide event exploring South Australia's history. Held from **1-31 May** each year, the History Festival explores the state's places and spaces, stories, collections, and ideas that make us who we are.

One of South Australia's largest open-access community festivals, the History Festival program features hundreds of events ranging from talks to tours, walks to workshops, and exhibitions to special performances.

Events happen anywhere: urban and rural, towns, cities, and suburbs; in museums and libraries; in boats, trains and buses and mysterious buildings; on the street, by the beach and in nature.

Hear the latest research and tales of the unusual and unknown, from amazing experts to local guides. With hundreds of events to choose from, there's something for curious minds of all ages.

What kinds of events can be part of South Australia's History Festival?

Many types of events can be part of South Australia's History Festival. Being one of South Australia's largest open-access community festivals, the program features hundreds of events ranging from talks to tours, walks to workshops, and exhibitions to special events like community gatherings and book launches.

We welcome events that have been developed specifically for South Australia's History Festival. Such events make the Festival more compelling and stimulating for visitors. Your event may be a completely new idea or a twist or addition to a regular activity.

Remember, audiences have told us through our surveys they are looking for things they can't do at any other time of the year.

Eligibility Criteria:

To ensure the high quality and compelling content that South Australia's History Festival attendees have come to expect, please ensure your events meet the eligibility criteria listed below. All of South Australia's History Festival events must:

- Take place in South Australia (unless it is a filmed, pre-recorded or streamed event);

- Be available to the public (i.e. not 'members only' or 'invite only');
- Connect in a demonstrable way to South Australia's stories; and
- Provide a written, spoken or performed interpretation, background, context and/or analysis of historical events or objects, allowing visitors to learn, consider, discuss, experience, share and better understand the subject. For this reason, and while secondary or ancillary retail activity is permitted, any event with the selling or trading of goods as its primary focus is ineligible to participate in South Australia's History Festival.

If you have questions about your event's eligibility or would like advice about our event criteria, please contact the South Australia's History Festival team on (08) 8151 3270 or via email at historyfestival@history.sa.gov.au

What are the benefits in taking part?

- A dedicated event page on South Australia's History Festival website. This includes your chosen image, your event description, contact information, and booking details.
- A listing in 50,000 History Festival printed programs, distributed state-wide. This includes a description and the option to add an image to your listing (at an additional cost).
- Venue sticker and A3 festival poster.
- The right to use the South Australia's History Festival brand to promote your event, including advice and support from the History Festival team.
- Benefit from the overarching state-wide History Festival promotional campaign: the South Australia's History Festival website, expanded digital advertising, social media, and traditional media such as print and radio.
- South Australia's History Festival marketing kit: social media templates, print templates, web badges, and more.
- Access to and ability to communicate with a highly engaged history-loving audience across South Australia.

I want to hold an event in South Australia's History Festival, what are my responsibilities as an event organiser?

South Australia's History Festival would not be possible without active community members. If you would like to host a talk, exhibition, workshop, open day or similar event in the Festival, this makes you a History Festival event organiser. Event organisers are required to manage their event, this includes:

- Organising the type of event you would like to host and ensuring it meets the eligibility criteria listed on page 1.
- Adhering to [South Australia's History Festival 2024 Terms and Conditions](#).
- Organising your own venue hire and any necessary equipment, food, and beverages (if applicable).
- Managing your event bookings (if applicable). We recommend using an online booking system such as [Humanitix](#), [Eventbrite](#), or [Trybooking](#).
- Providing accurate event information when registering, checking your proof, and notifying South Australia's History Festival team as soon as possible with any changes.
- Organising your own Public Liability Insurance with a minimum cover of \$20 million for your event.
- Coordinating your event promotion, specific to your event, location, and target audience.
- Using the correct South Australia's History Festival name and branding in any promotion of your event.
- **Please ensure that bookings are not open until the program is launched.**

How do I register an event for 2024?

South Australia's History Festival events must be registered and managed online. To register your event please visit festival.history.sa.gov.au from Monday 4 December 9am and click 'Register Your Event'.

You will be taken to our registration portal to log in with your existing account details from the 2022 or 2023 festivals, or if you are new to South Australia's History Festival, please follow the prompts to create a new account. For a step-by-step guide on how to

register your event, please visit [South Australia's History Festival website](#) and download the **2024 Registration Guide**.

I registered in 2023 and want to enter with the same event this year. Do I need to register again?

Yes. You will need to complete your registration online with updated information for 2024. However, you can still use the same account and log in details as last year.

I registered in 2023 have forgotten my password, how can I log in?

If you have forgotten your password, please visit festival.history.sa.gov.au from Monday 4 December 9am and click 'Register Your Event'. You will be taken to the registration portal, please click 'Forgot your password' and follow the prompts to reset your password.

Further instructions can also be found in South Australia's History Festival 2024 Registration Guide if required.

Will the printed program be back in 2024 and when will it be released?

Yes, the printed program will return in 2024. Additionally, the History Festival team has increased the quantity of printed programs to 50,000 copies for 2024 and these will be distributed state-wide in mid-late March 2024.

Can I charge an entry fee to the public for attending my event?

Yes. Whether or not you charge audiences to attend your events is up to you, and you set the price. The History Trust does not take a percentage of your ticket sales – all proceeds or donations go directly to you.

Can I sell items to raise funds for my organisation at my event?

Yes, so long as selling items is not the only thing that happens at your event (see eligibility criteria above for more information).

Do I need insurance?

Yes, event organisers are responsible for arranging relevant insurance for your event including public liability insurance with a minimum coverage of \$20,000,000.

What is the theme for South Australia's History Festival 2024?

The theme for South Australia's History Festival 2024 is POWER.

Power means a lot of things, in a lot of places and spaces. There is power in science, power in art, power in the food we share and the clothes we wear. There is power in industry. There is power in storytelling. Above all, there is power in people.

Every single one of us has a story. Some of these stories are grand and far-reaching; others are quiet and personal, held close. Some are handed down as lasting relics; others are broadcast widely or uploaded with fleeting regard for their permanence.

We carry these stories with us; some of them are written across our faces. And every one of our stories is enmeshed with South Australia's vibrant, living history.

My event will run several sessions throughout May. Do I need to complete a registration for every session?

Registrations are per **event** not per session. For example, you might run the same tour multiple times during South Australia's History Festival. This counts as one event and one registration. If you register two different events (e.g. an exhibition and a tour), they will require separate listings. You are required to complete two registrations, with subsequent events charged at a reduced fee.

I have registered and paid for my event; can I make changes in the registration portal?

After you have registered and paid for your event, the History Festival team proofread and format each event for consistency throughout the program. Following this process, you will receive a print approval email asking you to review your event and approve the content, confirming it is accurate for inclusion in the program.

We ask that you ensure your event registration details are correct and finalised before submitting and paying for your event.

You will not be able to re-enter the portal to make changes after you have received a print approval email.

Any changes required after this time will need to be made by contacting the History Festival team via email at historyfestival@history.sa.gov.au or on 8151 3270

What are the deadlines for registering events and how can I ensure my event is listed in the printed program?

Early bird registrations open at **9am Monday 4 December 2023** and close at **5pm Sunday 14 January 2023**. After this time standard registration fees will apply.

To be included in the printed program, register and pay for your event **before 5pm Sunday 11 February**. This is the last day that registrations can be accepted into the printed program.

We welcome registrations after this time to be included in the **online program only** at a reduced fee.

How much does it cost to register?

	Level 1 Community & incorporated organisations (fewer than 200 members) & schools.		Level 2 State & local government organisations, for-profit businesses & enterprises, incorporated associations (+200 members) & tertiary education institution.	
ONE EVENT	Early bird	\$45	Early bird	\$70
	Standard	\$55	Standard	\$90
	Online listing only	\$30	Online listing only	\$40
ADDITIONAL ITEMS	Extra events	\$30 each	Extra events	\$50 each
	Print program image	\$130	Print program image	\$170