



Tucker Street, CRANBOURNE VIC 3977
Postal: PO Box 659, CRANBOURNE VIC 3977
Telephone: 03 5996 1142
Fax: 03 5996 9210

APPLICATION FOR HIRE OF SCHOOL GYM

Applicant: _____

Organisation (if Applicable): _____

Address: _____

Ph: _____

Email: _____

Specify the day(s) and time(s) gym will be required (include set up and shut down dates and times): _____

Reason for hire: _____

FEES AND CHARGES

FACILITY TO BE HIRED	ONE OFF USE	ONGOING HIRE
Gymnasium		
Hourly Rate	\$35.00	\$30.00
Refundable Security Bond	\$100.00	\$Nil

PAYMENTS-ONEOFFHIRE

50% of hire and bond to be paid prior to hire to confirm booking. Final balance due 7 days before event. If cancellation occurs within 7 days of event, bond will be forfeited. If cancellation occurs more than 7 days from event, bond will be refunded in full.

PAYMENTS-ONGOINGHIRE

Charges will be invoiced monthly and payable within 7 days.

Application Checklist

- I have read and agreed to the Conditions of Hire attached
- I have attached a copy of our Public Liability insurance
- I/We agree to pay the fees set above
- I/We agree to use the facility solely for the purpose stated in the application
- I/We agree to indemnify the School and all persons and bodies acting for and on behalf of the School against all liability, claim, actions, suits, damages, proceedings, costs and expenses whatsoever (including injury to persons and damage to or loss of property) for which I or the organisation I represent may be or become liable directly or indirectly arising out of the use of the School facility during this time.

Signature: _____ Date: _____

OFFICE USE ONLY

Application approved/not approved by School Council

Date: ____/____/____