Park & Oval Hire Application Form

FRM Park & Oval Hire Application Form REV0

Town Park ☐	Dongara Oval ☐
Name:	Contact Number:
Organisation/Group:	
Email Address:	
Address for Invoice:	
Nature of Function:	
***Please be advised Community events open to the Public may require an Event Application Package to be completed and submitted to the Shire for consideration.*	

Details of Hire			
Date Required	Start Time	Finish Time	Number of Hours

Payment			
Town Park – ***(Included Rotunda and use of power)***			
Bond	$ 500.00	Applicable ☐	Not Applicable ☐
Key Bond (power)	$ 60.00	Applicable ☐	Not Applicable ☐
Hire Charge ($15.00 p/h)	$	Maximum daily charge of $60.00	
TOTAL CHARGE	**$**		
Dongara Oval – ***(Does not include Pavilion)***			
Bond	$ 500.00	Applicable ☐	Not Applicable ☐
Hire Charge ($48.00 p/h)	$	Maximum daily charge of $195.00	
TOTAL CHARGE	**$**		
A Bond of $500.00 is applicable for public/community events as per the Shire's Fees & Charges.			
Bond Collected by:		Signature:	
Date:			
Hire Charge Collected by:		Signature:	
Date:			

Drinking in a Public Place: It is an offence in Western Australia for persons of any age to drink in public, such as on the street, park or beach.
PENALTY: $200 infringement or maximum $2000 fine.

Possession of alcohol: It is an offence for juveniles to possess liquor in a public place
PENALTY: $200 infringement or maximum $2000 fine.

Hire Agreement
Please Note: *Hirers may be held personally liable for damages arising from their own negligence when hosting a function; therefore they are advised to ensure that they have public liability coverage.* *a. The hirer agrees to indemnify the Shire of Irwin and its employees against all claims against them in respect of any loss, damage, death or injury caused by or arising out of the hiring of the facilities under the control of the Shire of Irwin during all periods whilst the facility is hired.* *b. The hirer agrees to leave the area in the same condition which it was found.* *c. If required the hirer is responsible for notifying the Dongara Police of their event (9955 9300).* *d. Unless otherwise advised by a Shire representative, no hirer is to drive beyond the kerb and onto the lawn at Town Park.* *e. Unless otherwise advised by a Shire representative, no hirer is to use stakes/pegs to secure shades. In all cases sandbags or similar must be used.* *f. All hirers must clean up their sites and remove all rubbish before departing. Bins are provided for a reasonable amount of rubbish, however excessive quantities are to be removed by the hirer.* **Bookings made in advance for the following financial year may be subject to increased charges.** I/We agree to comply/abide in all respects with the conditions of hire for the above named facility. These conditions are now received and understood by the undersigned. Failure to comply could result in the forfeiture of the bond and/or additional cleaning charges.

Hirer:	Signature:
Date:	
Bank Details	
BSB:	Account:
Account Name:	
(If no bank details are given then a cheque will be posted for the reimbursement of bond)	
Date:	

Office Use Only	
Bond Refund Condition of Venue inspection and bond repayment authorised.	
Date of Inspection:	Approved by:
Position:	Signature:
Condition of Venue inspected and bond repayment withheld.	
Date of Inspection:	Withheld by:
Position:	Signature:
Reason for withholding bond:	
Booking Number:	Creditors Code:
Date:	