Venue \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Times of Hire\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Hirer / Organisation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Hire Purpose\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postal address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postcode\_\_\_\_\_\_\_\_\_\_\_ ABN\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hire Contact Person\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Key collection date and time\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Estimated number of guests / participants\_\_\_\_\_\_\_\_\_\_\_\_\_

If booking Civic Hall:

Alcohol to be served or consumed Yes No

I have received and read the Terms & Conditions of Venue Hire and the attached Declaration form.

I hereby agree to be bound by such requirements and conditions and acknowledge and accept that any damages will be the responsibility of the Hirer.

I have attached a copy of my/our current insurance policy (Certificate of Currency)

***Key/s must returned to Barkly Regional Council office at end of your hire. If key/s are not returned, or given to any other party, your key deposit will not be refunded.***

**Name**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fees and Charges (inclusive GST) - Charged from time of key collection / Set-up commence

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Venue | Hire Fee | Terms | Refundable | Upfront |
| Civic Hall | $68.50/hour | Minimum 3 hours |  |  |
|  | $630.00/day | Government/Commercial |  |  |
|  | $315.00/day | Concessional |  |  |
| Bond | $588.00 |  | Yes |  |
| Cleaning | $79.00/hour | Max $450.00 |  |  |
| Key Deposit | $105.00 | Cash Only | Yes |  |
| Alarm | $115.00 | Per call out |  |  |
|  | | | **Civic Hall Total** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Peko Park | $105.00/day | $20.00-$100 key deposit | Key deposit only |  |
| Lake Mary Ann | $210.00/day | $20.00-$100 key deposit | Key deposit only |  |

*There is a $300 facility bond payable per hire (as per terms & conditions of hire)*

*The concession is available to Community associations and events on application.*