

BOOKING FORM

Start Date _____ End Date _____

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.