WANDI PROGRESS ASSOCIATION INC.  
WANDI COMMUNITY FACILITIES APPLICATION FOR HIRE  
APPLICANTS MUST BE OVER 18 YEARS OF AGE  

This form is an application only & must be submitted for your booking to be processed. PLEASE READ THIS APPLICATION CAREFULLY AS IT IS THE HIRER’S RESPONSIBILITY TO ENSURE THAT THEY HAVE CORRECTLY COMPLETED THE INFORMATION REQUESTED & HAVE UNDERSTOOD THE CONDITIONS OF HIRE

### FACILITY INFORMATION

<table>
<thead>
<tr>
<th>CIRCLE AREAS BEING HIRED</th>
<th>HALL</th>
<th>CLUB ROOMS</th>
<th>RESOURCE CENTRE</th>
<th>OVAL</th>
<th>SHED</th>
</tr>
</thead>
</table>

**INTENDED USE -**

**REQUESTED DATE** / / to / / **NUMBERS ATTENDING** START TIME FINISH

### CONTACT DETAILS OF PERSON MAKING THE BOOKING

- **CONTACT NAME**
- **PHONE NUMBER**
- **ADDRESS**
- **EMAIL ADDRESS**

### NAME OF ORGANISATION

- **CONTACT NAME**
- **PHONE NUMBER**
- **ADDRESS**
- **EMAIL ADDRESS**

- **ABN No**
- **PRESIDENTS NAME**

- **DOES YOUR ORGANISATION HOLD PUBLIC LIABILITY INSURANCE** YES NO VALUE $

### FUNCTION INFORMATION

- **WILL YOU BE CHARGING ENTRY FEE TO THE EVENT?** YES NO WILL ENTRY BE BY INVITATION ONLY YES NO

### ALCOHOL

- **WILL ALCOHOL BE SERVED?** YES NO
- **WILL ALCOHOL BE SOLD?** YES NO
- **LIQUOR LICENSE SIGHTED** YES NO
- **HOW WILL YOU PROVIDE RESPONSIBLE SERVICE OF ALCOHOL**

### SECURITY – PROVIDE INFORMATION ABOUT YOUR SECURITY ARRANGEMENTS

### FOOD

- **WILL FOOD BE SERVED?** YES NO
- **WILL FOOD BE SOLD?** YES NO

### LIST ANY AMUSEMENTS & EXTRA EQUIPMENT BEING USED ON THE SITE

- Bouncy castles & smoke machines cannot be used in the hall.
- Drinks, eskys & slushie machines are to be stored off the wooden floors.

### DECLARATION

*I agree that I have read the Wandi Progress Assoc. Conditions of Hire. I agree to abide by the Wandi Progress Assoc. Conditions of Hire and be responsible for payment of all fees and charges associated with this hire. I agree that I have the authority to make this application on behalf of the above named organisation.*

**Signature:** ___________________________  **Date:** ___________________________