



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 | | | | | | |
|--|------------|-------------------|----------------------------------|--------------------|------|--------|
| CIRCLE AREAS BEING HIRED | HALL | CLUB ROOMS | RESOURCE CENTRE | THE PAVILION | SHED | OVAL |
| 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 or pavilion. Drinks, eskys & slushie machines are to be stored off the wooden floors. | | | | | | |
| DECLARATION | | | | | | |
| <i>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.</i> | | | | | | |
| Signature: _____ | | | | Date: _____ | | |