**Facility Hiring Community Agreement 2023**

**Contact Details**

Group Name: …………………………………………………………………………………………

Contact Person: ………………………………………………………………………………………

Address: ……………………………………………………………………………………………….

Suburb: …………………..……..….. Post Code: …………………….

Telephone B/H ………………… A/H…………………… Mobile ……………………………….

E-mail …………………………………………. Driver’s Licence No. ……………………………

**Booking Details**

Hall Kitchen Supper Room Training Room

Booking Date: From ………………………………. To …………………………………………..

Time Block: From ………………………………… To …………………………………………..

Type of Activity/Function: …………………………………………………………………………….

Number of people attending: ………………………………………………………………………...

**Fees** (Per Hour)

**Please make payment to:**

**Westpac**

**BSB: 033 084**

**Account Number: 863196**

Hall **$35** Kitchen **$15** Supper Room **$25** Training Room **$20**

**Agreement**

Under this agreement, I agree to:

1. Provide the Centre with my current address, telephone number(s) and e-mail address.
2. Notify the Centre in writing of any changes to my address, telephone number(s) and e-mail address within 7 days of changing address.
3. Abide by the rules and regulations of the Centre as outlined in the Hiring Policy and Conditions.
4. In relation to fees and charges, I agree to pay the hourly fee as agreed at time of booking.
5. Follow Covid Safe directions.
6. I accept all conditions of the Centre.

Signed ……………………………………………………… Dated …………………………………..