

SHIRE OF GOOMALLING
APPLICATION FOR HIRE OF SHIRE PUBLIC BUILDING

**APPLICATION TO HIRE GOOMALLING TOWN/LESSER HALL,
PAVILION or SPORTING COMPLEX**

**HIRING IS RESTRICTED UNLESS APPLICATION IS MADE ON THIS
FORM:**

Name of Hirer _____

Address of hirer _____

Date of application / /

Liaison Person _____ Telephone _____

Address of Liaison Person _____

Date/dates required _____

Halls required (please tick):

- | | |
|----------------------------------|--------------------------|
| Goomalling Town Hall | <input type="checkbox"/> |
| Goomalling Lesser Hall | <input type="checkbox"/> |
| Goomalling Sporting Complex | <input type="checkbox"/> |
| Goomalling Sports Pavilion | <input type="checkbox"/> |
| Goomalling Football Oval | <input type="checkbox"/> |
| Goomalling Hockey Oval | <input type="checkbox"/> |
| Goomalling Netball/Tennis Courts | <input type="checkbox"/> |

DATED: _____ **20** _____ **SIGNATURE** _____

SHIRE OF GOOMALLING
CONDITIONS OF HIRE OF SHIRE BUILDINGS

1. Consumption of Liquor

A person, on Local Government property shall not consume any liquor or have in his/her possession or under his/her control any liquor, unless;

- i) it is permitted under the Liquor Licensing Act 1998
- ii) a permit has been obtained for the purpose.

2. Liaison Person

It is the responsibility of the hirer to nominate a liaison person if different to the hirer.

3. Smoke Free Zone

It is the responsibility of the hirer to ensure that the “Non Smoking Policy”, within Shire of Goomalling buildings is adhered to.

4. Setting-up

- i) Hirers are responsible for setting up of furniture and equipment; and
- ii) Permission must be obtained from the Chief Executive Officer or the Manager, Environmental Services to hang decorations, notices, posters etc. on any part of the building. The cost of repairs resulting from the removal of these will be at the hirer’s expense.

5. Requirements on Completion of Function

Hirers are responsible for leaving the building in a clean condition.

- i) Rubbish
All cans, bottles and paper etc. to be placed in bins provided.
- ii) Chairs and Tables
Building is to be left as found.
Floors to be swept and spillages to be cleaned up-equipment is provided.
All serving equipment and benches are to be washed down with hot water.
Cups and saucers are to be washed and put away.
- iii) Lights and Electrical Equipment
All (other than fridge’s) to be turned off and fridge’s left clean.
- iv) Hirer’s are responsible to ensure all doors and windows are locked at the completion of the event.

6. Damage

All damage however caused during the term of hire will be repaid at the Hirer’s expense and deducted from the deposit. If the costs of repairs exceed the deposit held, an account for the balance will be forwarded to the Hirer.

7. Cricket Pitch

Access to the Cricket Pitch is prohibited from October to March to ensure it is in peak condition for official cricket matches held at the Goomalling Recreation Ground.