



# GROUND HIRE APPLICATION FOR SCHOOLS – CASUAL USE

## HIRE DETAILS

School: .....

Name: .....

Address: .....

Postcode: ..... Email: .....

Contact No: ..... Mob: ..... Fax: .....

## GROUND HIRE – SPORTING FIELDS OR PASSIVE PARKS

**Please select**       Sporting Field      or       Passive Park (non sport use e.g. picnics)

*All schools will be charged for the use of passive parks*

Non local schools are charged the casual ground hire fee for use of sporting fields. If a local school participates then the cost will be 50% of the hire charge.

Local school participating: .....

Contact: ..... Ph/Mob: .....

Park: ..... Field: .....

Date: ..... Time: ..... to.....

Does your school require waste bins? (A hire charge is applicable) **YES / NO**      Number required: .....

If no, the school is expected to remove all rubbish. The hire of waste bins is compulsory for some parks, for more than 100 students, and/or depending on the type of event. Your school will be informed if bins are required.

## PURPOSE OF HIRE

Purpose of hire: ..... Attendance No.s: .....

**If a key is required, please contact the Sports Administration Officer on 9707 9699 to organise. The key can be collected from Council's Customer Service Centre. A key deposit is required.**

## TERMS & CONDITIONS OF HIRE

- a) The Hirer accepts responsibility for the cost of repair of any damage or breakage to any part of the sporting fields, parks, building, fittings or other property of the Council caused through the use of Council's property by the Hirer.
- b) The Hirer has no right to sub-let any property of the Council and Council reserves the right to re-let the area on vacant days.
- c) In respect of enclosed areas where the Hirer may desire to charge for admission, that such admission charge must be submitted to Council for its approval.
- d) Council reserves the right to cancel any booking, if in its opinion the area is unfit for play, or the probable damage resulting from such play would be detrimental to the future use of the area, even if a permit has been issued.
- e) The Hirer must leave the areas booked in a clean and tidy condition including locking of facilities at the conclusion of hire.
- f) The Hirer is responsible for the satisfactory conduct of all persons occupying any area/building during the period of hire.
- g) Council has the right to direct the attention of the Hirer to any breach of any of these terms and conditions.
- h) No vehicles are permitted to enter the grounds beyond the established car parks, including coffee vans.
- i) Council reserves the right to impose any further terms and conditions or charges in respect of the hire. Any additional fees and charges introduced by Council for the new financial year will be payable after July 1 each year. Such further terms may be in addition to or substitution of all or any of the charges, terms and conditions contained herein.
- j) The Hirer is responsible for the safekeeping of all keys issued. Under no circumstances are copies to be made. For a casual hire, keys are to be returned to the Customer Service Unit, Upper Ground Floor, Civic Tower, 66-72 Rickard Road, Bankstown on the first working day after the completion of the hire.
- k) A GST component is payable for the hire of sporting fields and passive reserves.
- l) In the event of inclement weather, please ring 1300 655 180 for ground closures. In the event that Council has not closed a playing field/reserve/park and there is a period of inclement weather, the Hirer will be liable for any damage caused if they choose it.
- m) Canterbury-Bankstown Council has made its children's playgrounds and sporting fields smoke-free. This means everyone can breathe cleaner air and enjoy a healthier environment. Internationally recognised signage will be erected at these designated smoke-free areas to indicate:
  - No smoking within 10 metres of all children's playground equipment
  - No smoking at spectator areas at sports grounds or other recreational areas during organised sporting events.
- n) Fees must accompany this application form – 10 working days prior to event
- o) A person must satisfy licensing laws and have the written consent of the Police to sell alcohol on public reserves.

## INSURANCE

A Hirer is any sporting body, club, association, corporation or incorporated body who hires a Council facility. The Hirer's use and occupation of the facility is at its own risk and must have in effect public liability insurance for an amount not less than \$20,000,000, or such other amount as Council may specify from time to time, which notes the interests of Canterbury-Bankstown Council. A certificate of currency must be supplied to Council in the name of the Hirer. The certificate of currency must be current for the period of the hire and Council reserves the right to withdraw offers of hire if the certificate is out of date or does not meet Council requirements.

The Hirer shall inform Council in writing of an event that may give rise to a claim under an insurance policy and shall ensure Council is kept fully informed of subsequent action or developments concerning the claim. The Hirer shall indemnify and keep indemnified the Council from and against any claim, demand, action, suit or proceeding that may be made or brought by any person against the Council or the employees, agents or contractors of the Council or any of them in respect of any personal injury to or the death of any person or loss or damage to any property arising out of the use or occupation of the facility by the Hirer or its invitees.

The Council shall not be liable for any loss of or damage to any property or injury sustained or suffered by the Hirer or its invitees, where such loss, damage or injury arises in any way out of hiring unless due to negligence of the Council.

**APPLICANT'S SIGNATURE**

**At no times shall a School use a ground, unless a permit is issued.**

I believe the information provided on this application is correct and true to the best of my knowledge. I have read the Terms and Conditions of hire and agree to abide by them. I also undertake to advise Canterbury-Bankstown Council should there be any alterations or additions to the information supplied.

Signature: ..... On Behalf of: .....

Please print name: ..... Date: .....

**PRIVACY NOTICE**

Council is required under the Privacy and Personal Information Protection Act 1998 (PPIPA) to collect, maintain and use your personal information in accordance with the Privacy Principles and other relevant requirements of the PPIPA.

Personal information requested on this form will only be used to fulfil the purpose for which it is being collected. Provision of this information is voluntary and is required to help process your application. Council is regarded as the agency that holds the information and access is restricted to council officers and other authorised people. You may apply to access or amend the information. For further information or clarification please contact the Privacy Contact Officer at Council.