



CAMPERDOWN PASTORAL & AGRICULTURAL SOCIETY INC

ABN 50 734 334 143

Association Number: 0011790N

P.O. Box 161 Camperdown, Victoria, 3260

GROUND & FACILITIES HIRE AGREEMENT

DATES OF BOOKING:

NAME OF HIRER: _____

ARRIVAL: _____ DEPARTURE: _____

ACTIVITIES: _____

STEP 1:

STRICTLY NO GLASS	Community Groups/Organisations		\$
	Bond	Hire Fee/Per Day	
Area			
Cattle Shed	\$100.00	Cost \$150.00	
Leura Pavilion with Kitchen Nb: see below for Public Liability insurance requirements on parties	\$500.00	Cost \$250.00	
Leura Pavilion without Kitchen	\$300.00	Cost \$100.00	
Grounds Only (non powered)	\$75.00	Cost \$100.00	
Grounds Only (powered)	\$100.00	Cost \$150.00	
Loose Boxes/per Box	\$50.00	Cost \$20.00	
Stables (Brown Doors)	\$20.00	Cost \$10.00	
P & A Society Secretary 's Office /Building for Community meetings e.g. Hot Rod /Camera Clubs	\$25.00	Cost \$50.00	

THE CAMPERDOWN P & A SOCIETY HIRE FEES ARE SUBJECT TO CHANGE

STEP 2:

TOTAL HIRE FEE:	TOTAL BOND FEE:	TOTAL AMOUNT PAYABLE
\$ _____	\$ _____	\$ _____

PLEASE NOTE: PAYMENT IS REQUIRED 14 DAYS PRIOR TO RENTAL DATE

Bond to be returned to:

NAME: _____

BSB: _____ **Account #:** _____

STEP 3:

Do you have an ABN: _____

- I/We have a current public liability insurance certificate (please provide a copy)
- I/We do not have public liability insurance (please contact for further details)

STEP 4:

I/We	
On behalf of:	
Phone Business:	Home:
Mobile:	Email:

Undertake/s to rent from the CAMPERDOWN PASTORAL AND AGRICULTURAL SOCIETY Inc. the mentioned facilities on the Society's Showgrounds, and be responsible for all Fees and Conditions, as stated above:-

STEP 5:

PAYMENT OPTIONS:

EFT BANK ACCOUNT DETAILS:

BENDIGO BANK
BSB: 633-000
ACCOUNT NUMBER: 165 965 179
Ref: Name of hirer

CHEQUE: *(Made Payable to Camperdown P & A Society)*

Do you require an Invoice?

STEP 6:

KEYS: A pre-arranged time will be set with a member of the Committee to unlock/lock hired buildings etc

Booking Officer: _____

Phone Number: _____

STEP 7:

I ACKNOWLEDGE, HAVING READ THE 'CONDITIONS OF HIRE', TO UNDERTAKE AND COMPLY IN ALL ASPECTS TO SUCH CONDITIONS.

Signed: _____

Date: _____

OFFICE USE ONLY:

DATE RECEIVED: _____

APPROVED: YES NO

PAID: EFT CHEQUE CASH

CONDITIONS/COMMENTS: _____

Conditions of Hire

1.1 Tentative Bookings

Tentative bookings will be **held for up to 14 days**. A booking will be confirmed only upon receipt of a completed application form, evidence of satisfactory insurance and security bond within this period and the issuing by the Camperdown P & A Society Inc. of a confirmation letter or email. If the booking is not so confirmed, the Camperdown P & A Society Inc. may cancel the tentative booking without notice.

1.2 Non-profit or charity organisations must provide official evidence of such status.

1.3 A full refund of the hiring fee will be issued if 14 days notice is given. If less than 14 days notice is received 50% of the fee is non-refundable.

1.4 Full Hire Fee

The full hire fee as determined by the Camperdown P & A Society Inc. shall be paid **with 14 working days prior to the event**. The Camperdown P & A Society Inc. may, from time to time, fix, review and alter the charges to be levied for the hire of the facility. The fee will be that which applies at the date of the function, notwithstanding that the charge may have altered since the date on which the booking was made.

1.5 Use including Cleaning and Rubbish removal from Venue

STRICTLY NO GLASS

The Showgrounds and its facilities may only be used by the party and for the activities specified on the application.

Please be mindful and considerate of **Noise Levels at all times, especially after 11.00 pm** sound must not be able to be heard by neighbouring residents.

The Camperdown P & A Society Inc. does not provide a setup or demount service. It is the hirer's responsibility to set up and at the end of the hire the venue must be returned to the condition in which it was provided.

The Camperdown P & A Society Inc. **does not provide a cleaning service**. **ALL RUBBISH** must be removed and **building/s swept, mopped and cleaned after use**. Any additional costs incurred by the hirer's use will be passed on to the hirer. The Camperdown P & A Inc. will return Bond after inspection of the venue and **if cleaning and rubbish removal do not meet the above requirements the bond will not be returned to the hirer**.

The venue, including the grounds, and buildings, furniture and kitchen must be left in a clean and tidy condition. All doors and windows must be closed.

1.6 Loss and Damage

The Camperdown P & A Society Inc. accepts no liability for the loss or of or damage to items brought in by the hirer or their guests, or for any items left behind, and may dispose of such items as it deems fit.

The hirer is responsible for all damage to and removal of the Society's property.

Any Damages and Expenses incurred by the Society as a direct result of your Booking/Hire will be invoiced to your Organisation / Hirer and or Individual/s caused during your tenancy. This Cost will be forwarded to the person on the Application/Booking Form.

1.7 Personal Injury

Public Liability Insurance is not included in the hire fees for "Leura Pavilion" & Kitchen pavilion. This insurance is required prior to confirmation of booking.