

**BUSSELTON SENIOR CITIZENS' CENTRE  
FACILITY HIRE APPLICATION FORM  
22 PEEL TERRACE, BUSSELTON. PH: 9752 2232**

Applicant (Club/Group): \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

**DETAILS OF HIRE: Description of activity:** \_\_\_\_\_

Eg: dance, quiz night, workshop, forum, dance classes, etc

**Component required (please circle)**

Harcourts Hall	Lesser Hall	Small Meeting Room	Library
New Hall	Kitchen	Dining Room	Dining Room Partition

**Special Instructions:** \_\_\_\_\_

**Type of Hire:** Community/Non Profit; Community Food & Drink; Commercial Use

**DATE REQUIRED:** \_\_\_\_\_

**Hire From:** \_\_\_\_\_ **To:** \_\_\_\_\_

<b>TIMES REQUIRED:</b> (Exact times required)	<b>Total Hours</b>	<b>Rate/Hour</b>	<b>\$ Amount</b>
_____	_____	_____	_____

**INSTRUCTIONS:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Cleaning Fee / Self Cleaning? \$ \_\_\_\_\_

<b>PAYMENT DETAILS:</b>	<b>Hall Hire</b>	\$ _____
	<b>Cleaning Bond</b>	\$ _____
	<b>Bond</b>	\$ 500.00
	<b><u>TOTAL</u></b>	\$ _____

**Payment in FULL on collection of KEY – 1 WEEK BEFORE FUNCTION**

*Invoice Prepared*    **Yes**    **No**    *Entered Onto Calender*    **Yes**    **No**

It is the expressed condition of this contract of hire that the Busselton Senior Citizens' Centre Inc shall not accept liability whatsoever for damaged caused or found to be caused to a person or property as a result of the negligent acts or omissions of the hirer, the hirers guests or invitees or persons under the control of the hirer and need to be covered under the Hirer's own Public Liability Insurance

I have received, read and understood the conditions of this hire and agree to abide by these and any other regulations, By-law or act relevant to my hire of this facility.

**Signed:** ..... **Date:** .....