

## APPLICATION FOR HIRE OF SURF CLUB FUNCTION ROOM

---

Thank you for your interest in hiring the Denmark Surf Life Saving Club Function Room.

Please complete this form, sign the Terms and Conditions and return to the email address shown below. Where possible, please allow at least 14 days before your booking for processing of room hire and to arrange key collection to avoid disappointment. Note that during Surf Club Season the room is usually booked on a Sunday.

---

### *General Information*

Denmark Surf Life Saving Club's function room is a public building with two toilets. Hire includes use of the function room (99 max), tables, chairs and balcony (30 max).

### *Hire Rates*

	General Public	Not-for profit organisation (Inc)	Club Member for non-commercial use
24 hours (12 noon – 12 noon)	\$200	\$175	\$100
Day Rate (12 noon – midnight)	\$175	\$150	\$80
Hourly Rate (2 hours minimum)	\$35 per hour	\$25 per hour	\$10 per hour

---

Name Of Applicant:	
Address:	
Contact Phone Number:	
Email:	
Proposed Use of Room:	
Date/s and Times Required:	

Function Room Hire Payment:	
Bond:	
Total Payment:	

Refund of Bond (after passing inspection) by Electronic Funds Transfer (EFT):	
Bank Account Name:	
Bank Account BSB:	
Account Number:	

Terms and Conditions for room hire

- A tax invoice will be sent to the email address given. A pre-paid bond of \$200 together with the hire fee is required of all hirers and is to be paid prior to the collection of keys. This will be by bank transfer at least 5 days before the start of the hire period. Upon final inspection, the Bond will be refunded by bank transfer.
- Key collection is generally from Denmark town centre a day before room rental or on the Friday before for weekend room hires.
- It is a requirement of the hirer and/or their nominated representative, to set up and clean up the function room and surrounds (including the car park).
- The cleaning is to be done to the satisfaction of the committee and the club reserves the right to arrange commercial cleaning at the expense of the hirer and the cost will be deducted from the Bond.
- No smoking inside the building.
- No wetsuit/wet bathers or wet and sandy feet (please respect our floor).
- Any spillages are to be cleaned up and the floor to be mopped.
- Any breakages or damage to equipment is to be paid for by the hirer.
- All rubbish and recyclable material is to be taken away off-site by the hirer.
- No sale of alcohol in the club rooms, unless an applicable liquor licence has been approved and a copy presented to the Club Secretary, before the date of the hire.
- No alcohol to be consumed on the Shire Reserve.
- No overnight stays and no sleeping in the building.
- Normal Shire and State noise regulations apply.
- Please be aware that you need your OWN public liability insurance for the activities you are running in our venue. Our public liability insurance is not covering your activities.

I have read the Terms and Conditions of the hire for this room. I agree to abide by the Terms and Conditions of the hire. I understand that the hiring of this room is at the discretion of the Denmark Surf Life Saving Committee.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

DSLSC Approved: \_\_\_\_\_ Date: \_\_\_\_\_