



Beechmont Area Progress Association

Hire Application Form V9a

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Beechmont Community Centre, 1835 Beechmont Road, BEECHMONT QLD 4211

Applicant/Hirer Details:		
Name/Organisation:		
Address:		
Phone:	Mobile:	E-mail:
Booking Details: <small>Times to include Set-up and Clean-up time. Notate recurring dates like weekly, fortnightly, monthly starting on.DD-MMM-YY, ending on DD-MMM-YY</small>		
Date(s):	once / weekly / fortnightly / monthly / see attached schedule	Start Time:
Starting date:	Ending date:	End Time:
Type of function:		
Estimated number of persons attending:		
Will you be taking electrical equipment to the site? Estimated power requirement (in kVA)		

Rates of Hire for the Beechmont Community Centre		Total
Activity room (demountable) Hire	\$ 10.00 per hour (or part thereof)	\$
Use of the Shelter Shed near parking	\$ 20.00 per event per day	\$
Use of Top Field near parking	\$ price on application	\$
Market stall site - BAPA members	\$ 10.00 per site per market day	\$
Market stall site - non-BAPA members	\$ 15.00 per site per market day	\$
Temporary key deposit	\$ 20.00	\$
Permanent Keys from SRRC	\$ 50.00 (requires written approval from BAPA board)	\$
Cleaning deposit	\$ 100.00 (may apply)	\$
BAPA Membership	\$ 5.00 per annum (if not already a member)	\$
Total payable (BAPA is not required to collect GST)		\$

Pay by direct transfer to Beechmont Progress Association Inc - **BSB 633 000 Account 154 944 730**

Include a copy of deposit receipt or the electronic banking transfer with the application form.

The agreed hiring charges and the cleaning deposit must be paid in full before the booking is confirmed. The cleaning deposit will be returned if not utilised by BAPA to clean the venue after the event. It is the responsibility of the Hirer to clean the venue after use. The key deposit shall be made on or prior to the collection of the key. The key must be returned to the collection point within 24 hours of completion of event.

Applicant agrees with the terms and conditions of hire as on page 2 of this document

Signed by the Applicant/Hirer – Name/Date



TERMS AND CONDITIONS OF HIRE

- 1) **Responsibility**
 - a) Use the Beechmont Community Centre only for the purpose nominated on the agreement
 - b) Limit the number of persons at the Beechmont Community Centre at any time to the capacity as agreed on the application form.
 - c) Remove garbage bags from the premises.
 - d) Make sure lights and electrical appliances are turned off before leaving.
 - e) Electrical leads and appliance/equipment must display a current certifying tag to verify their compliance.
- 2) **Indemnity**
 - a) The Applicant/Hirer herewith indemnifies BAPA against any claim whatsoever which may arise out of the Hirer's actions or failure to act in any particular manner relating to the agreed use of the Beechmont Community Centre, This indemnity shall include claims arising from any personal injury, loss of value, loss of amenity or damage to property, and any costs or expenses arising therefrom.
- 3) **Public Liability Insurance Policy**
 - a) The Hirer must hold a current Public Liability coverage for the event. A copy of the Hirer's Certificate of Currency may be requested prior to the acceptance of the booking.
- 4) **Emergency Exits**
 - a) At the commencement of the usage period, the Hirer shall undertake inspection of the emergency exit routes and doorways to ensure they permit clear, immediate and unobstructed egress at all times.
- 5) **Smoking and Alcohol**
 - a) The Beechmont Community Centre is a strictly non-smoking and no alcohol venue.
- 6) **Cleaning**
 - a) Upon termination of each use, the Hirer shall leave the Beechmont Community Centre in a clean and tidy condition. BAPA reserves the right to levy additional charges where cleaning is required. The Hirer's cleaning time must be included in the allocated period of use.
- 7) **Left Property**
 - a) Property not belonging to BAPA may not be left at the Beechmont Community Centre outside the term of agreement other than by agreement with the Booking Manager. In those cases the goods are at the owner's risk and BAPA shall bear no responsibility for their safety.
- 8) **Noise Control**
 - a) The Hirer shall not conduct or permit noise of a nature to create a nuisance for other persons.
- 9) **Right of Refusal**
 - a) BAPA reserves the right to refuse and application for use of the Beechmont Community Centre where the responsible Booking Manager believes such booking to be contrary to the public interest. Disputes may be referred to the BAPA Management Committee for a review of decision.
- 10) **Supervision and Sub-letting**
 - a) The Hirer warrants that the Beechmont Community Centre shall be under the control of a responsible person over the age of eighteen years at all times and shall not be sub-let to another party.
- 11) **Exiting**
 - a) Upon termination of the use, the Hirer shall ensure that the Beechmont Community Centre is left in a safe and secure condition, and that all doors are locked.