



CASUAL HIRE AGREEMENT

GOODWOOD COMMUNITY CENTRE

32-34 Rosa Street Goodwood SA 5034

Phone: 08 8272 7148

Email: bookings@gwcs.org.au

HIRER DETAILS

NAME OF GROUP/ORGANISATION:

CONTACT PERSON:

POSTAL ADDRESS:

CONTACT NUMBER:

EMAIL:

BOOKING DETAILS

DATE OF HIRE:

DAY:

TYPE OF ACTIVITY:

NUMBER OF HOURS:

START AND FINISH TIME:

NUMBER OF PEOPLE ATTENDING:

(must include time to set up and clean after your function)

AREA REQUIRED & HIRE FEES

AREA	HOURLY RATE	WEEKEND HOURLY RATE <small>FRIDAY after 5pm SATURDAY & SUNDAY</small>	WHOLE WEEKEND <small>FOR FESTIVALS, EXPOS ETC FRIDAY 5PM-SUNDAY MIDNIGHT</small>
<input type="checkbox"/> Banquet Hall & Kitchen	76.00	102.00	<input type="checkbox"/> Banquet Hall & Kitchen 1700.00
<input type="checkbox"/> Activity Hall	49.00	76.00	<input type="checkbox"/> Activity Hall 1400.00
<input type="checkbox"/> Both Halls & Kitchen	125.00	178.00	<input type="checkbox"/> Both Halls & Kitchen 2500.00
<input type="checkbox"/> Board Room	18.00	24.00	<input type="checkbox"/> Entire Centre 3000.00
<input type="checkbox"/> Interview Room	9.00	12.00	
<input type="checkbox"/> Rosa st Office	17.00	22.00	
<input type="checkbox"/> Group Room	9.00	12.00	
<input type="checkbox"/> Community Office	13.00	15.00	
<input type="checkbox"/> Entire Centre	190.00	280.00	
<input type="checkbox"/> Green Space & Car Park*			

* These spaces must be booked with the Unley Council Events team - fees may apply - 8372 5111 or events@unley.sa.gov.au

AVAILABLE PACKAGES & HIRE ITEMS

<input type="checkbox"/> Data Projector	70.00	<input type="checkbox"/> Quiz Night Friday ONE HALL	485.00
<input type="checkbox"/> Wireless Mic	22.00 each (#...)	<input type="checkbox"/> Quiz Night Friday TWO HALLS	699.00
<input type="checkbox"/> Headphone Set	22.00	<input type="checkbox"/> Quiz Night Saturday ONE HALL	592.00
<input type="checkbox"/> Portable PA System	70.00	<input type="checkbox"/> Quiz Night Saturday TWO HALLS	807.00
<input type="checkbox"/> Wall Opening	129.00	<input type="checkbox"/> Goodygym Party ACTIVITY HALL (limited Saturdays)	150.00
<input type="checkbox"/> Bouncy Castle	161.00	<input type="checkbox"/> Bouncy Castle Party ACTIVITY HALL	215.00
<input type="checkbox"/> Bingo Machine	50.00	<input type="checkbox"/> Bouncy Castle Party BANQUET HALL	322.00
<input type="checkbox"/> BBQ (outdoors only)	45.00	<input type="checkbox"/> CLEANING SERVICE- OPTIONAL FOR EVENTS-	\$50 per hour
<input type="checkbox"/> Large rice cooker	30.00	(not all dates available)	

BONDS - DEPOSITS & CONFIRMATION

BOND FOR LARGE / HIGH RISK EVENTS \$1000-\$2000

BOND FOR SMALL RISK/MEETING ROOMS \$200-\$500

I/ We:

-Confirm this booking and agree to be bound by the Conditions of Hire;

- Understand the invoice arrangements and that payment is due and payable prior to by bookings;

- Understand that failure to pay invoices may result in bookings being cancelled;

-Ascertain that the information provided is true and correct and that I am over the age of 18;

-have completed all areas of the Hire Agreement;

SIGNED:

DATE:

ADMINISTRATION USE ONLY

ENTERED INTO CALENDAR

INVOICED

INVOICE#:

PAID ON DATE:

WALK THROUGH DATE:

KEYS COLLECTED

KEYS RETURNED

BOND REFUNDED