

Gundagai Shire Council

Park Booking Application Form



Applicant Details

Ms/Mr/Mrs/Other	Family Name	Given Name
Address		
Club/Association/Company/School(if applicable)		
Telephone 1	Telephone Mobile	

Booking Details

Activity			
Park			
Date ____/____/____ To	From _____ am/pm	To _____ am/pm	Number of People _____
Date ____/____/____			

For a

<input type="checkbox"/> Picnic	<input type="checkbox"/> School Activity Type:	<input type="checkbox"/> Sporting Event Type:
<input type="checkbox"/> Wedding Ceremony	<input type="checkbox"/> Wedding Photos	<input type="checkbox"/> Group Fitness
<input type="checkbox"/> Other (please describe)		

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Conditions of Use:

1. Public liability insurance for \$ 10 million is required for all park bookings except Wedding Ceremonies/ Photos and Picnics without entertainment activities. You must attach a copy of the Certificate of Currency to this booking form.
2. Council can cancel a booking if park/reserve is deemed unfit for use.
3. NSW Police and Ambulance Service of NSW to be informed if more then 100 people are expected to be in attendance.
4. All hirers are to undertake pre-use, pre-practice and pre-game inspection and make a decision on the grounds fitness for use. Hirers must inspect any structure and in ground sprinklers etc for safety prior to use and ensure all equipment is firmly secured. Any unsafe facilities or ground should not be used and be reported to Council
5. Should an accident, loss of property or damage occur whilst using the facilities or grounds, the organiser must notify Councils WHS and Risk Management Officer within seven (7) days.
6. All regulations in regards to workplace safety must be met in accordance with the WHS Act 2011.
7. All users of Councils recreation and community facilities are finically liable for any additional cleaning required or damage sustained to Council property or sports fields whether through their own action, or the action of their contractors, participants and visitors attending any activity they have organised.
8. Council may add or delete any of the **Conditions of Use** on a case by case basis. Any changes or additions will be presented to the organiser in writing.

Check List

Have you:

- | | |
|--|--------------------------|
| Completed the Application Form | <input type="checkbox"/> |
| Attached a copy of your organisation's Public Liability Insurance | <input type="checkbox"/> |
| Notified Police and Ambulance for events with gatherings over 100 people | <input type="checkbox"/> |
| Conducted a Risk Assessment for you event | <input type="checkbox"/> |

Declaration

I have read and understood the Conditions of Use and agree to abide by all the terms as listed

Applicant's Signature _____

Date ____/____/____