

APPLICATION FORM — SPORTSGROUNDS AND PAVILIONS — CASUAL HIRERS



GLEN EIRA
CITY COUNCIL

To be read in conjunction with Glen Eira City Council's *Sportsground Information for Applicants — Casual Hirers and Conditions of Use — Sportsgrounds and Pavilions — Casual Hirers*.

Return completed forms to:
Recreation Services
Glen Eira City Council PO Box 42
Caulfield South 3162
recservices@gleneira.vic.gov.au

Privacy

Personal information requested in this form is required to process the application and may be shared with Council officers involved in the process, enforcement of any aspect of the conditions of use, maintenance of grounds or any other person involved in any reasonably related function. Failure to provide the information may prevent Council from providing the relevant recreational services to you. You may access any personal information held by Council regarding yourself by contacting Council's privacy officer on 9524 3333 or email privacy@gleneira.vic.gov.au Council's privacy policy is available online at www.gleneira.vic.gov.au or by contacting the privacy officer.

I Casual hirer details

This document requests information from casual hirers that wish to apply to hire sportsgrounds, pavilions and the velodrome within the City of Glen Eira.

You must complete each part and include attachments where required for the casual hirer's application to be considered.

Name of casual hirer: _____

Street address: _____

Mailing address (if different to above): _____

Who should we contact if we have a question about this application?

Name: _____

Company/organisation: _____

Position (if applicable): _____

Phone number: _____

Mobile: _____

Email: _____

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2 Sportsground Application

Name of casual hirer: _____ Contact person: _____ Position held: _____

Email address: _____ Signature: _____ Date: _____

Name of reserve requested	Oval number / or facility (if known)	Number of ovals required	Type of sport being played (please list sports)	Competition/ event type	Day/date	Time (start and finish)	Number of matches/ games to be played	List equipment to be brought to reserve	Number of participants	Number of spectators

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3 Casual hirer requirements

The casual hirer must complete each part of this form and include attachments where required.

A. Provide a current copy of your Public Liability Insurance Certificate

Public Liability (PL) Insurance is required of all casual hirers. The casual hirer must hold current PL coverage for no less than \$10 million. The casual hirer is requested to detail its current PL Insurance, including the maximum coverage of the insurance.

Do you have Public Liability Insurance?	Yes	No
Insurance company:		
Policy number:		
Maximum insurance coverage:		
Expiry date:		
Please attach a copy of your Public Liability Certificate of Currency		

B. Outstanding money owed to Council and fees

The casual hirer must at the time of booking have no debt to Council, unless the casual hirer is complying with a repayment arrangement which has been approved by Council. All hire fees are required to be paid in full prior to the commencement of the event/competition.

No debt:	Yes	No
Debt:	Yes	No
Approved repayment arrangement:	Yes	No

4 Conditions of use and declaration

If a casual hirer's application is accepted, the casual hirer will be required to agree to the *Conditions of Use — Sportsgrounds and Pavilions — Casual Hirers*. A copy of these *Conditions of Use* is attached to this application form. Please read the *Conditions of Use — Sportsgrounds and Pavilions — Casual Hirers* before completing Part 4.

- 4.1 In consideration of Council allowing the casual hirer the use of the Council facility at the location described below, the casual hirer agrees to be bound by the *Conditions of Use — Sportsgrounds and Pavilions — Casual Hirers* (Agreement).
- 4.2 In particular, but without in any way limiting paragraph 4.1, the casual hirer acknowledges it has read and agrees to the Indemnity and Insurance requirements set out in the *Conditions of Use — Sportsgrounds and Pavilions — Casual Hirers* clauses 27 and 28.
- 4.3 This Agreement is conditional upon the casual hirer producing evidence to Council of a current Public Liability Insurance Policy with coverage of not less than \$10,000,000. If goods are to be sold by the casual hirer on Council facilities, the policy must contain a 'goods sold extension'.

We the undersigned hereby acknowledge, agree and declare on behalf of the casual hirer that:

- a) the document, *Conditions of Use — Sportsgrounds and Pavilions — Casual Hirers* has been received and read, and that the casual hirer's use of the facility is in consideration for the casual hirer's observance of the provisions of the *Conditions of Use — Sportsgrounds and Pavilions — Casual Hirers*;
- b) the casual hirer has not received any benefit, advantage or value either in relation to this application or any previous application through the payment of money or any other consideration to or from a third party;

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c) the information provided in this application is true and correct and an accurate representation of the current status of the casual hirer; and

d) we are both authorised to sign for and on behalf of the casual hirer.

This agreement must be signed by two authorised representatives of the casual hirer.			
Casual hirer:			
Print		Print	
Signed		Signed	
Position		Position	
Date		Date	