

QPRC



Sunken Gardens Hire Application

Notice of ten (10) working days must be given prior to the event.

Date of application ____/____/____

Please complete and return to 257 Crawford St, Queanbeyan or PO Box 90, Queanbeyan.

or email to sportsandrecreation@qprc.nsw.gov.au. Tel: 6285 6000

Pathway Booking Number: _____	
Contact Name:	Contact Number:
	Mobile Number:
Organisation:	Fax Number:
Postal Address:	State:
	Postcode:
Email Address:	
Website:	
Date of Hire:	Start Time:
	Finish Time:

Brief description of the purpose of the hire:

Terms and Conditions:

The following states the Terms and Conditions that all hirers must adhere to when an application has been approved by Queanbeyan-Palerang Regional Council, also known as Council.
Applications take a minimum of 7-14 days to process.

It is the responsibility of the hirer to comply with the following;

- 1.1. Conduct a Risk assessment of the ground before each use of hire and ensure there is no risk to spectators and participants.
- 1.2. It is the responsibility of the hirer and NOT Council, to compensate any person who is injured or results in death from faulty equipment, incorrect use of equipment and from not wearing appropriate safety equipment while using Council hired facilities
- 1.3. It is the responsibility of the hirer to make Council aware of any issues on Council facilities that may result in the possibility of injury or death.
- 1.4. I have read and agree as the hirer my duty in creating a Risk free environment and will abide by 1.1, 1.2, 1.3, and 1.4.

2. Grounds

- 2.1. The hirer shall not erect equipment, stakes into the ground or drive motor vehicles on the premises without prior approval from Council
- 2.2. Facilities and ground markings should not be amended without prior approval from council
- 2.3. The hirer will ensure all vehicles park in the designated parking area, not on reserves or sport grounds

3. Council Responsibility

- 3.1. Once a week amenities (for public use) be cleaned
- 3.2. Once a week rubbish collection from sportsground
- 3.3. Available in an emergency on 6298 1234
- 3.4. Weekend Cleaners hotline 6298 1234 should the premises have litter or dangerous materials
- 3.5. Inspect grounds to ensure they are suitable for hiring, providing a 24hr hotline for ground closures – 6285 6506

Acknowledgement

I, _____ as the event organiser, apply for approval to host an event in the Queanbeyan-Palerang Regional Council area, acknowledge that the information and completed actions in my application are true and correct. I accept responsibility of the facility/park/ground/reserve during the specified hire period and will ensure compliance with Queanbeyan-Palerang Regional Council condition of hire and local laws.

I will indemnify Queanbeyan-Palerang Regional Council against any action, suit or proceeding caused by my failure to observe all statutory and other requirements or as a result of my negligence or wilful actions. I will ensure that appropriate liability and other insurances are in place for the activities to be conducted.

The hirer (organisation or private) will be held accountable for the Terms & Conditions. Should the signature resign from the position, a new signed set of Terms & Conditions will need to be declared.

Signature:

Date:

Print Name:

QPRC Officer to sign: