



OCEAN VIEW FUNCTION CENTRE

Application for Hire

Name of Organization _____

Name of Applicant _____

Address _____

Phone: Business _____ Home _____

Proposed use of the facility _____

Date/s required _____

Facilities Required	Payment
+ Bond	\$1000.00
Total Payment Required	

Please complete the 'Facilities required' section above and read the terms and conditions in the application before signing.

I have read the terms and conditions of the proposed hire. I understand that this is an application for hire of Ocean View and is not an approval or refusal of the application to hire. I also understand that I will be notified within 14 days of the application whether it is successful or not.

Signed _____ Date _____

Management Committee Use Only

APPROVED Yes / No Signed _____ Date _____

HIRE RATES

Hire item	Rate
Venue hire 24-hour period, 10:00am – 10:00am	\$550.00
Crockery & cutlery With venue hire	\$2.00 per person
Hall hire – casual hourly rate Minimum 4 hours	\$40.00 / hour
Kitchen With hall hire when on casual rate	\$150

TERMS & CONDITIONS OF HIRE

A Pre-paid **BOND** of **\$1,000** is required for all users of the facility.

It is the responsibility of the hirer and/or their nominated representative to arrange ***set up and clean up*** at Ocean View (both inside and outside). The venue must be left in the same condition as it is found.

Cleaning: It is the responsibility of the hirer to arrange all cleaning of Ocean View. This must be done to the satisfaction of the Building Management Committee within the hire period, or the Building Management Committee will arrange commercial cleaning at the expense of the hirer, and the fee will be deducted from the Bond Refund.

The following conditions of hire are not negotiable:

- NO smoking inside the building.
- NO entry to boat shed at any time.
- Emergency vehicle access to boat shed is to be maintained at ALL TIMES.
- Sea Rescue Radio Room is OUT OF BOUNDS, and *at any time* may be attended by members of Sea Rescue.
- Sale of alcohol on premises is by permission only. A license is required, and it is the responsibility of the hirer to ensure correct legal procedure is followed.
- *Damage* breakage etc will be deducted from the bond prior to it being returned to the hirer.

Public Liability

The Denmark Boating and Angling Club has Public Liability Insurance for \$20M. A copy of the Certificate of Currency is available on the website. The Public Liability covers fittings and fixtures that are part of the Ocean View Function Centre. The Denmark Boating and Angling Club is not liable for any items, fittings, fixtures that are not part of the club. Hall hirers who plan to have additional items such as stages, bands, lighting, power cords, gazebos etc. must obtain their own Public Liability Insurance for their event.

Please return the form to either:

1. DBAC PO Box 110, Denmark, WA 6333
2. Cathy Overington, Ricketts Store, South Coast Highway, Denmark WA 6333
3. Email DenmarkBoatingandAnglingClub@gmail.com

Deposit and Bond can be sent electronically to:

Denmark Boating and Angling Club
Westpac Banking
BSB: 036-609 Account: 043320