

# General

## BOOKING APPLICATION FORM 2020-2021

### Applicant Details

Name: \_\_\_\_\_  
 Organisation: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Contact Number: \_\_\_\_\_  
 Email: \_\_\_\_\_

### Booking Details

Event Being Held: \_\_\_\_\_  
 Sport Being Played: \_\_\_\_\_  
 Facility Required: \_\_\_\_\_  
 Date(s) Required: \_\_\_\_\_  
 Time(s) Required: Start: \_\_\_\_\_ Finish: \_\_\_\_\_  
 Access Required Before / After Function: YES / NO \_\_\_\_\_ Time Access Required: \_\_\_\_\_

### Area(s) Required:

Smith park  McDonald Park  Mobile canteen  Electronic Sign   
 Other: \_\_\_\_\_

### Other Requirements:

BBQ  Lights  Shower  Toilets   
 Canteen  Mobile Canteen  Bar  Power   
 Other: \_\_\_\_\_

**NOTE:**

- If doors/windows/gates are left open or unlocked after use, Council may charge applicant a call out fee.
- If facilities are left unclean or damaged after use, Council will clean at applicants cost
- Meter is read before and after use and charged accordingly.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICE USE**

Date: \_\_\_\_\_ Receipt N°: \_\_\_\_\_ Security Deposit: \$ \_\_\_\_\_  
 Entered in Register: \_\_\_\_\_ Date Replied: \_\_\_\_\_  
 Date Checked: \_\_\_\_\_ Return Deposit: Yes No \_\_\_\_\_ Cost of Repairs: \$ \_\_\_\_\_  
 Insurance: Yes No (Copy is held on file at Council/Copy is attached)  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_