

APPLICATION TO HIRE/USE PARKS & FACILITIES

APPLICATION TO HIRE/USE – PARKS & FACILITIES			
This form is to be used when seeking approval to hire or use Charters Towers Parks			
Hire Areas	<input type="checkbox"/> Lissner Park Nominate Facility>> <input type="checkbox"/> Boer War Kiosk <input type="checkbox"/> Rotunda <input type="checkbox"/> Yarning Circle <input type="checkbox"/> Centenary Park Nominate Facility>> <input type="checkbox"/> Large Shelter <input type="checkbox"/> Arbour <input type="checkbox"/> Edmeades Park <input type="checkbox"/> Weir Park <input type="checkbox"/> Dave Chapman Park <input type="checkbox"/> Ron Laneyrie <input type="checkbox"/> Brownson Park <input type="checkbox"/> Elizabeth Park <input type="checkbox"/> Pan Aus Park <input type="checkbox"/> Fred Bagnall Park <input type="checkbox"/> Other.....		
Applicant Details	Full Name		
	Company		
	Postal address		
	Telephone	Home:	Mobile:
	Email		
Details of Hire	Function Type	<input type="checkbox"/> Party <input type="checkbox"/> Wedding <input type="checkbox"/> Meeting <input type="checkbox"/> Other	
	Location in Park		
	Hire Date	Time	
	Anticipated Number of Attendees		
Additional Requirements	Powered Site		
	Lighting		
	Sound		
OFFICE USE ONLY			
Hire Fee: \$	Security: \$	Receipt No:	
Security Form Completed and Sent to Finance	<input type="checkbox"/> Yes		
Refund Security	<input type="checkbox"/> Yes <input type="checkbox"/> No \$ _____ Payment Ref: _____ Date _____ Refunded: _____		

CONDITIONS FOR HIRE/USE PARKS & FACILITIES

The information collected on this form will be used by the Charters Towers Regional Council for the purpose of processing and assessment of your application/request. Your personal details will not be disclosed for a purpose outside of Council protocol, except where required by legislation (including the Right to Information Act 2009 and Information Privacy Act 2009). This information will be stored on Council's database. The information collected will be retained as required by the Public Records Act 2002.

APPLICATION TO HIRE/USE PARKS & FACILITIES

The Park/Facility is hired on the following conditions:

- a) That the property will only be used for the purpose described on the front of the Form.
- b) If paying the hire rate and security deposit by cheque, it is required that this is received (3) business days prior to the function date. All other forms of payment can be made at the time of collecting the keys. The fee structure will be based on the last resolved value, unless the hirer has been granted a variation from Council, in writing.
- c) That I/We, the hirer, will be responsible for any damage to, or loss of any part of such property, and further agree to bear the full cost or reinstatement of such damage or loss.
- d) That I/We, the hirer, do hereby and declare to indemnify the Council against any liability or bodily injury to any person or loss of, or any damage to any personal property of Council, arising from or caused by the condition of such property and that a public liability cover has been taken out by an Insurance Company indemnifying Council accordingly.
- e) That the only entrances to be used by vehicles entering Lissner Park is by the Deane or Anne Street gates.
- f) That established pathways only are to be used by vehicles.
- g) That no vehicles are to be allowed to remain in the Park after unloading of goods etc for the function.
- h) That organisations/groups using the Park will be held responsible for any damage done to irrigation, pipes or fittings, fauna, flora, lawns and grassed areas.
- i) That the hirer is responsible to have arranged for all rubbish to be removed from the Park at the conclusion of the function. The Park is to be left in a clean and tidy condition.
- j) No alcohol is to be sold or consumed at the Park/Facility.
- k) Open-air events. An occupier of premises must not use, or permit the use of, the premises for an open-air event on any day before 7.00am if the use causes audible noise. Noise level from 7.00am to 10.00pm must be below 70dB(A) and from 10.00pm to midnight must be the lesser of the following:
 - (i) 50dB(A);
 - (ii) 10dB(A) above the background level.
(*Environmental Protection Act 1994*)

The information collected on this form will be used by the Charters Towers Regional Council for the purpose of processing and assessment of your application/request. Your personal details will not be disclosed for a purpose outside of Council protocol, except where required by legislation (including the Right to Information Act 2009 and Information Privacy Act 2009). This information will be stored on Council's database. The information collected will be retained as required by the Public Records Act 2002.