

# Gloucester Park Application Form

OFFICE USE ONLY

Staff ID: \_\_\_\_\_

## Applicant Details

Organisation Name \_\_\_\_\_  
 Contact Person \_\_\_\_\_ Ph \_\_\_\_\_ Fax \_\_\_\_\_  
 Mobile \_\_\_\_\_ Email \_\_\_\_\_  
 Billing Address \_\_\_\_\_  
 President \_\_\_\_\_ Ph \_\_\_\_\_  
 Secretary \_\_\_\_\_ Ph \_\_\_\_\_  
 Treasurer \_\_\_\_\_ Ph \_\_\_\_\_

## Booking Details

Nature of Activity *(Please provide details below)*

DAY REQUIRED	START DATE	END DATE	TIME IN	TIME OUT	AREA USAGE (Nippers, West Oval, etc.)	Est. No. PARTICIPANTS	COMMENTS (Training, Match, etc.)

Special Requirements *(Please tick and provide details below)*

Lights  Changerooms  Pavilion  Other \_\_\_\_\_

Additional Information \_\_\_\_\_

## Event Details

Are you proposing to consume or sell alcohol?  Yes  No  
 Are you proposing to sell food?  Yes  No  
 Are you proposing to use amplified sound?  Yes  No  
 Will you be displaying any sponsor signs?  Yes  No  
 Will you be erecting any temporary structures (e.g. tents)?  Yes  No

*If you answered 'Yes' to any of the above questions you will need to contact the Margaret River Recreation Centre on (08) 9780 5620 or recreation@amrshire.wa.gov.au for further information and special approval.*

## Declaration

By signing below, I acknowledge that I have read and understood the Margaret River Recreation Centre General, Bookings and Fees and Charges Terms and Conditions below and have been given full opportunity to discuss the implications of this application. I also understand that this form is a booking request only and will not be confirmed until I am contacted by a MRRC staff member.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

## Terms & Conditions (as at December 2019)

### GENERAL

The Shire of Augusta Margaret River Recreation Centre (MRRC) management and staff have the authority to act on Council's behalf during an event and shall be allowed entrance at any time. The hirer must carry out any direction issued by MRRC management and staff.

- MRRC's Sporting Ground User Guide is for the purpose of communicating behaviours that are expected of every person involved in community sport and active recreation. It also serves to identify the types of behaviours that will not be tolerated. This guide applies to all persons attending the Centre and a copy is available at <http://recreation.amrshire.wa.gov.au/gloucester-park>.
- Sporting groups attending for seasonal sports and/or regular training or match games must be booked through MRRC prior to accessing the facilities, these are not classified as casual usage.
- All casual users are required to pay on entry, unless otherwise advised.
- All students that attend the Centre for a local, state or government education program, must leave the Centre on completion of the program, unless accompanied by a parent or guardian.
- Banners, other display material, tarps, etc. are not to be strung from structures within the centre without the permission of the Centre Manager.
- All access gates into Gloucester Park are fitted with padlocked sleeves for securing gates before and after an event. At the completion of the booking/event all gates must be secured into the sleeves. Gates must not be left unsecured as this may cause risks to other Gloucester Park users. Unsecured gates after an event may impose a fine and affect future bookings of Gloucester Park.

### BOOKING

- Bookings are required 7 days prior to the expected booking date.
- Cancellations/amendments are required in writing 48hrs prior to your booked event or the applicable fees and charges will apply as per the Shire of Augusta Margaret River's Schedule of Fees and Charges.

### FEES AND CHARGES

- The Hirer (person signing the application form), will bear all associated costs to recover the debt in full.
- Payments for the Margaret River Recreation Centre can be made via cash, EFTPOS or cheque at the Centre. Cheques must be made out to Margaret River Recreation Centre.
- Refer to the Shire of Augusta Margaret River's Credit Terms & Schedule of Fees and Charges for associated resource costs.
- Seasonal sporting activities will be invoiced up front for all booked resources excluding finals. These will be invoiced monthly. Payments not received by the due date may result in cancellation of booking.
- The Shire's Payment Terms are Strictly 14 days from invoice. If payment terms are not met, overdue accounts (>30days) will be charged interest per annum. Extensions may be requested from [recreation@amrshire.wa.gov.au](mailto:recreation@amrshire.wa.gov.au)
- Any requests for fee waivers, refunds, account extensions and disputed accounts must be made in writing prior to payment and the account becoming overdue.