



Phone: 07 4621 8000
 Fax: 07 4655 3131
 email: council@bulloo.qld.gov.au
 ABN 77 018 448 039

All correspondence to be addressed to:
 The Chief Executive Officer
 PO Box 46
 THARGOMINDAH QLD 4492



RODEO / SPORTS GROUNDS HIRE APPLICATION

All requests must be submitted at least 2 week prior to hire

Applicant Details		
Title:	Surname:	Given Name:
Name of Company / Organisation:		
Postal Address:		
Phone / Mobile:		
Email:		Application Date:
Preferred Contact Method: <input type="checkbox"/> Phone <input type="checkbox"/> Email		

Event Details		
<input type="checkbox"/> Celebration (please specify): Birthday / Wedding / Engagement / Other _____		
<input type="checkbox"/> Sports Event:		
<input type="checkbox"/> Social Gathering (please specify):		
<input type="checkbox"/> Other (please specify):		
Date/s of Event:	Start Time:	Finish Time:
<input type="checkbox"/> Day booking (6:00am – 6:00pm)	Number of Days: _____	
<input type="checkbox"/> Night Booking (with lights)	Number of Nights: _____	

Note: All fees and charges are as per Council's adopted Fees and Charges Register

Location and Facilities Required

- Thargomindah**
- Rodeo Grounds Sports Oval
- Canteen Bar Toilets Showers
- Camping Stables
- Aerial Lights facing inwards into the Arena outwards from the Arena
- Hungerford**
- Ross Wallace Sports Grounds
- Canteen Bar Toilets Showers
- Camping
- Noccundra**
- Rodeo Grounds
- Canteen Bar Toilets Showers
- Camping

Wet Area Declaration Required

- Yes No If Yes, between the hours of _____

Equipment Hire – Additional fees may apply

- | | |
|---|------------------------------------|
| <input type="checkbox"/> ___ Tables (pick up / delivery) | <input type="checkbox"/> PA System |
| <input type="checkbox"/> ___ Chairs (pick up / delivery) | <input type="checkbox"/> Skip Bin |

Note: Tables and chairs are available free to bona-fide Shire residents if picked up and returned by the hirer.

Keys and Access Cards

Thargomindah – to be collected from Bulloo Shire Council Office, 68 Dowling Street, Thargomindah – Ph 4621 8000

Hungerford – to be collected from caretakers Moc and Sheree Parker – Phone 4655 4064

Noccundra – to be collected from Noccundra Hotel – Phone 4655 4317

Terms & Conditions

1. Grounds are available for hire by persons eighteen (18) years of age or over and committees, clubs or sporting bodies.
2. The right to use Council's Sports Grounds facility is subject to Council receiving an application on the required form signed by the proposed hirer undertaking to comply with these conditions. **If the proposed hirer is a club, sporting body or incorporated organization, the application must include a copy of the certificate of currency of public liability insurance cover.**
3. Council staff have no authority to waive deposit / hire fees, a written application to Council is required.
4. Payment of all applicable Hire Fees and Security Deposit are to be paid before hire period to secure your booking. If the facility has been booked but not payment has been received by Council, Council will accept an alternate hirer.
5. Cancellations should be made at least 48 hours prior to the date of the event.
6. If liquor is to be offered for sale to the public, a liquor license is to be obtained from the appropriate Department. Cans and kegs only to be used. **(NO GLASS)**
7. The keys for the use of the facilities are to be signed out and must be returned immediately after use. If the hire of the facility is over the weekend, the key is to be collected Friday and returned as soon as possible on the following Monday.
8. Provided the facility is available, the hirer may prepare the facility or cold room for the function during the day preceding the booking.
9. The hirer will indemnify and keep indemnified the Council from and against all actions, suits, proceedings, claims and demands which may be brought and maintained or made against the Council:
 - a. By any of the employees or volunteers of the hirer for any cost occasioned by or arising from the use of the facility or equipment
 - b. By any person or persons arising out of or occasioned by any act or omission on the part of the hirer, their employees or volunteers or the failure of the hirer, their employees or volunteers to observe these terms and conditions; or
 - c. By any person, when using the facility or equipment.
10. The hirer shall be responsible for and shall make good and repair, to the satisfaction of the Council, all damages to facilities and equipment that occurred during the use and caused by the negligence or default of the hirer, their employees or volunteers or any other person using the facility or equipment.
11. All damages should be reported to Council on the next working day following the function to Council's Administration Officer.
12. If the hirer shall fail or neglect or refuse to make good or repair any damage for which they are responsible as referred to in the preceding paragraph, the Council shall be at liberty to repair and make good the equipment, and the hirer shall pay to the Council upon demand all costs reasonably incurred by the Council in doing.

13. The Hirer is to ensure all facilities and surrounds are left clean and tidy and the hirer shall be responsible for the following:
- a. Lights are to be turned off after each function.
 - b. All equipment used is to be put away or removed after the event.
 - c. Any other hired items eg: tables, chairs, PA system are to be packed ready for collection or returned to Council (whichever is applicable)
 - d. All personal belongings to be removed from the oval the day following the event.

If facilities are not left in an acceptable condition, a cleaning fee will be charged as per Council's fees & charges.

14. All functions must finish at 12 midnight unless prior arrangements are made with the nominated Council Officer.
15. The amplification and public address system is to be used for voice amplification only. Cordless microphones are available for hire from the Council Office. All equipment is to be turned off when not in use.
16. The hirer shall conform to the requirements of the Health Act, Workplace Health and Safety Act 2011, Local Government act 2009 and Food Act 2006, Council Local Laws or Regulations made there under, and shall be liable for any breach of such Acts, Local Laws or Regulations. All other statutory rules, provisions and regulations of the Commonwealth of Australia or State of Queensland for the time being in force must be complied with by the user and notices given to the proper officers.
17. It shall be at the discretion of the Chief Executive Officer to refuse to grant the hire of the Sports Grounds facility in any case and, notwithstanding that permission to hire the premises may have been granted or that these conditions may have been accepted and signed, the CEO shall have the power to cancel such permission.

Acknowledgement	
I agree that I/the nominated organisation/group/individual shall be bound by and shall observe the terms and conditions attached and that such terms and conditions shall be deemed to be part of this Agreement.	
Applicant Signature:	Date:

Applicants MasterCard / Visa Authority																					
Card Type:	<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard																				
Expiry Date:	Card No: <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>																				
Amount:	Cardholder's Name: <table border="1" style="display: inline-table; border-collapse: collapse; width: 150px; height: 20px;"></table> Signature: <table border="1" style="display: inline-table; border-collapse: collapse; width: 150px; height: 20px;"></table>																				

Office Use Only :	\$
<input type="checkbox"/> Day Charge (6:00am – 6:00pm)	
<input type="checkbox"/> Night Charge (with lights)	
<input type="checkbox"/> Security Deposit	
<input type="checkbox"/> Paid Receipt Number: <table border="1" style="display: inline-table; border-collapse: collapse; width: 100px; height: 20px;"></table> Amount <table border="1" style="display: inline-table; border-collapse: collapse; width: 50px; height: 20px;"></table>	
<input type="checkbox"/> Entered in Venue Diary	
<input type="checkbox"/> Insurance Certificate of Currency Provided (if required)	

This page has intentionally been left blank

Terms and Conditions - CUSTOMER COPY

1. Grounds are available for hire by persons eighteen (18) years of age or over and committees, clubs or sporting bodies.
 2. The right to use Council's Sports Grounds facility is subject to Council receiving an application on the required form signed by the proposed hirer undertaking to comply with these conditions. If the proposed hirer is a club, sporting body or incorporated organization, the application must include a copy of the certificate of currency of public liability insurance cover.
 3. Council staff have no authority to waive deposit / hire fees, a written application to Council is required.
 4. Payment of all applicable Hire Fees and Security Deposit are to be paid before hire period to secure your booking. If the facility has been booked but not payment has been received by Council, Council will accept an alternate hirer.
 5. Cancellations should be made at least 48 hours prior to the date of the event.
 6. If liquor is to be offered for sale to the public, a liquor license is to be obtained from the appropriate Department. Cans and kegs only to be used. **(NO GLASS)**
 7. The keys for the use of the facilities are to be signed out and must be returned immediately after use. If the hire of the facility is over the weekend, the key is to be collected Friday and returned as soon as possible on the following Monday.
 8. Provided the facility is available, the hirer may prepare the facility or cold room for the function during the day preceding the booking.
 9. The hirer will indemnify and keep indemnified the Council from and against all actions, suits, proceedings, claims and demands which may be brought and maintained or made against the Council:
 - a. of the employees or volunteers of the hirer for any cost occasioned by or arising from the use of the facility or equipment
 - b. By any person or persons arising out of or occasioned by any act or omission on the part of the hirer, their employees or volunteers or the failure of the hirer, their employees or volunteers to observe these terms and conditions; or
 - c. By any person, when using the facility or equipment.
 10. The hirer shall be responsible for and shall make good and repair, to the satisfaction of the Council, all damages to facilities and equipment that occurred during the use and caused by the negligence or default of the hirer, their employees or volunteers or any other person using the facility or equipment.
 11. All damages should be reported to Council on the next working day following the function to Council's Administration Officer.
 12. If the hirer shall fail or neglect or refuse to make good or repair any damage for which they are responsible as referred to in the preceding paragraph, the Council shall be at liberty to repair and make good the equipment, and the hirer shall pay to the Council upon demand all costs reasonably incurred by the Council in doing.
 13. The Hirer is to ensure all facilities and surrounds are left clean and tidy and the hirer shall be responsible for the following:
 - a. Lights are to be turned off after each function.
 - b. All equipment used is to be put away or removed after the event.
 - c. Any other hired items eg: tables, chairs, PA system are to be packed ready for collection or returned to Council (whichever is applicable)
 - d. All personal belongings to be removed from the oval the day following the event.
- If facilities are not left in an acceptable condition, a cleaning fee will be charged as per Council's fees & charges.
14. All functions must finish at 12 midnight unless prior arrangements are made with the nominated Council Officer.
 15. The amplification and public address system is to be used for voice amplification only. Cordless microphones are available for hire from the Council Office. All equipment is to be turned off when not in use.
 16. The hirer shall conform to the requirements of the Health Act, Workplace Health and Safety Act 2011, Local Government act 2009 and Food Act 2006, Council Local Laws or Regulations made there under, and shall be liable for any breach of such Acts, Local Laws or Regulations. All other statutory rules, provisions and regulations of the Commonwealth of Australia or State of Queensland for the time being in force must be complied with by the user and notices given to the proper officers.
 17. It shall be at the discretion of the Chief Executive Officer to refuse to grant the hire of the Sports Grounds facility in any case and, notwithstanding that permission to hire the premises may have been granted or that these conditions may have been accepted and signed, the CEO shall have the power to cancel such permission.