



RENTAL APPLICATION FORM _____

GROUP NAME : _____

PERSON RESPONSIBLE: _____

ADDRESS: _____

PHONE: HOME: _____ MOBILE: _____

EMAIL: _____

TYPE OF ACTIVITY: _____

RENTAL CLASSIFICATION: Community Group: Private Business

NUMBERS IN GROUP: ADULTS: CHILDREN:

AREA REQUIRED: ACTIVITY RM 1: ACTIVITY RM 2:
 MEETING ROOM: LOUNGE:

USAGE: ONE OFF: WEEKLY: FORTNIGHTLY: MONTHLY:

Extra Hire: BBQ:

DAY / DATE / TIME: _____

TERM	START DATE:	END DATE:
TERM 1		
TERM 2		
TERM 3		
TERM 4		

Please note:

The Westerly Family Centre is a community centre, run by centre users and funded by the Department for Communities. Continued use of the centre is dependent on a duly formed committee being maintained.

Use of the facility by your organisation / group does NOT cover you for Workers Compensation, Professional Indemnity Insurance, Directors and Officers Liability, Public Liability and Products Liability, Injury caused by use of your own equipment, or Theft/Damage to your groups equipment in use or stored with in the centre premises. **Your group needs to make its own insurance arrangements for this type of cover.**

I have read the "User By Laws", I have also received a copy of the "Cleaning/Security Checklist" for the Westerly Family Centre and agree to abide by them.

Signature: _____ Date: _____