



Proposed Activities
Provide a description of activities: <hr/> <hr/> <hr/>
What dates do you require? <hr/> <hr/> <hr/>
What are the hours you require? <hr/>
For what duration? <i>(day/week/fortnight/etc.)</i> <hr/>
Tick which room/s you will require: <input type="checkbox"/> Full space <input type="checkbox"/> Office <input type="checkbox"/> Group Room <input type="checkbox"/> Workshop <input type="checkbox"/> Kitchen <i>(exclusive use)</i> <i>(shed)</i>
Approximate number of attendees: _____ Children 0-12 _____ Youth 13-25 _____ Adults 25-65 _____ Adults 65+
Number of paid staff:
Number of volunteers:

Rates of Hire

Full space (exclusive use) \$50 per half day \$100 per full day

Room use \$25 per half day \$50 per full day*

*Negotiation possible for unincorporated community groups

Hire rates contribute to the costs of services used (electricity, heating/cooling, cleaning, hygiene, equipment and administration)



Cancellation

Notice of cancellation given one full week prior to the existing booking date, or the full fee will apply.

Hire Agreement

Agreement to the following:

- The hired space will be left clean and tidy after each use and all equipment turned off and surfaces wiped down.
- Any costs associated with repair or replacement resulting from breakage/damage to the property or its contents is the responsibility of the person/group/organisation managing the program.
- Any personal information obtained whilst working in The Community Centre, Goolwa is to be considered as confidential.
- Security will be managed by The Community Centre - Goolwa's staff or the Alexandrina Connect Inc. committee, unless otherwise arranged.
- To promote The Community Centre Goolwa in local communities and networks.
- Alexandrina Connect Inc. is not liable for any damage, injury, accident or incident that occurs during your use of the premises.
- Any operational information acquired at The Community Centre - Goolwa is considered to be confidential and any services provided by external service organisations does not represent Alexandrina Connect Inc. or The Community Centre – Goolwa.

Acceptance of the Hire Agreement

Name: _____

Position: _____

Organisation: _____

Date: _____