

Les Reardon Reserve and Community Hall, Bywong

Casual Hire Agreement

The Les Reardon Reserve and Community Hall are available for hire by local residents for recreation, functions and meetings. Queanbeyan-Palerang Council owns the facility and administers it through a Committee of Council and local residents. The Committee controls hiring, and can accept hire requests subject to the conditions in this Agreement or refuse such requests.

Conditions of Hire

By signing this agreement, the hirer agrees to the following conditions:

1. To pay the fee and bond prior to the date of hire;
2. To leave the facility, especially the kitchen and toilets and including the grounds, in a clean and tidy condition, to take away all rubbish and food scraps, and to clean and stack tables and chairs;
3. To vacate the facility at or before the end of the time of hire and not later than 12.00 midnight. Cleaning up must be done before end of hire;
4. To avoid making noise offensive to persons outside the facility, in particular to avoid amplification of music or other sound outside the Hall building, and to ensure that vehicles leaving the building make a minimum of noise. Hirers must comply with the noise pollution guidelines under the Protection of the Environment Operations Act 1997;
5. To pay for replacement or repairs of any fittings, fixtures or equipment damaged during the time of hire;
6. To turn off all lights, heaters and the water pump when vacating the facility;
7. To return to the Committee on the day following the hire the keys to the Hall, and to pay for replacement keys and change of locks if necessary; and
8. To ensure that no person smokes inside the Hall during the period of hiring

The hirer accepts full and complete responsibility for loss of or damage to any personal property or any property on hire or loan to the hirer.

The hirer agrees that should the hirer breach any of the above conditions, Council shall be entitled to recover from the hirer the cost of remedying or rectifying any breach of this agreement, including legal and court costs of such recovery, and Council shall be entitled to use the whole or part of the bond to remedy any breach and to demand from the hirer any balance owing if the bond is insufficient. The hirer will pay any such balance within 14 days of the demand. Please note that the police will be called if the hirer does not comply with the guidelines relating to noise and disturbance.

Proposed Hiring Period – from (date/time).....to (date/time).....

Hiring purpose (please outline briefly what is planned) -

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Name of hirer:

Residential address of hirer.....

Hirer's contact details:

(phone).....(mobile).....(email).....

Hire Cost: \$.....

Bond Held: \$.....

Signature of hirer:.....Date:.....