



107 Murray Street Como WA (Corner McNabb Loop)
PO Box 306, Como WA 6952

Email southperthlhc@gmail.com
Web www.southperthlhc.com.au

HIRE CONTRACT

NAME

ADDRESS

..... POST CODE

Phone/Mobile FAX

EMAIL

DATE REQUESTED

REASON FOR HIRE

TIME: FROM..... TO

PERSON RESPONSIBLE FOR ANY DAMAGE TO PROPERTY (must be over 21)

.....

Contact details

The committee acting as an agent for the City of South Perth advises that a one hour period before hire time is allowed for setting up and delivery of chairs, tables, jukebox and kitchen requirements, etc. as long as it does not interfere with the club's requirements (extra time by arrangement). *Note that time spent cleaning up is included in hire time.*

A bond of \$600 is to be paid at time of booking, plus hours hired.

Any damage to the property, or failure to satisfactorily clean and lock up the club according to its specifications, may result in part or all of the Bond payment being forfeited. If the contract is terminated within 28 days prior to the hire date the Bond will be returned to the hirer less a processing fee of \$50.

I understand the above requirements and will abide with the conditions.

SIGNED.....

DATE..... AMOUNT PAID (see over/leaf).....

Booking Please forward this form when completed to the Hon Secretary at the Club Post Office address or email to southperthLTC@Gmail.com

Hourly Rate Members \$45.00 per hour. Non-Members \$60.00 per hour

Payment Electronic Transfer Details
Account Name: South Perth Tennis Centre
Bank: Bankwest BSB: 306-040 Account: 0874203
Message: Hall Hire and your name

Please pay Bond, plus hours to be hired (see below)

Cleaning The clubhouse, veranda, restrooms and kitchen are to be left in a clean and tidy state, swept and mopped as needed, and all rubbish put in the correct bins (i.e. recycling and general rubbish bins) on the night of the party, unless other arrangements have been made at the time of booking. (Other users may be coming in to use clubhouse by 8.00am next day)

Closure All central doors of toilets must be closed.
Inside doors of toilets must be locked.
External doors must be locked and checked.
All windows in toilets and clubhouse must be closed.
All lights turned off (including coloured lights on patio – switch is on the wall in the clubhouse near the office).
Alarm must be set when leaving the clubhouse.
Front door must be latched and locked with master key which is then to be put in the locked box on the wall.
Two main gates closed and locked with padlock.
A charge will be made if the club is not properly secured at the end of the hire and the hirer will be responsible for any loss due to inadequate security.

Damage Any damage to the property over and above that covered by the Bond Payment will be at the hirer's expense to be paid in cash.
Failure to make restitution may result in legal action being taken.

Full details of Hall Hire payment (to be completed by Hirer)

Bond	\$600.00
+ Hours hired	@ \$45.00 member
	@ \$60.00 non-member
Total Due	\$.....
Amount for refund	\$.....

**Hirer's bank
Details (for refund of deposit)**

Bank..... BSB..... Account:.....

Office only authorising refund of deposit:

Treasurer

Director of Hall Hire