



# Yea Tennis Club Inc.

## FACILITY HIRE

### Yea & District Community Groups

There is no hire fee for **Yea Community or not for profit groups** wishing to use the facility (subject to availability).

In lieu of a hiring fee, Yea Tennis Club requests that a donation be made to the club to cover expenses (e.g. power, gas, water, rubbish removal and other consumables). Donations starting from \$25 per use are suggested. In kind donations (e.g. gardening or maintenance work) are also welcomed.

**Cleaning:** The facility is maintained in a neat and orderly state. However during the course of normal operation the facility can become dusty and windows etc become dirty. A cleaning charge of \$100 applies should you require the facility to be given a professional clean before use, or if it is left in a particularly dirty state after use.

### Business or private function

**Business or private function** hiring of the facility ranges from \$150 to \$250 per day depending upon day, duration and purpose of use.

**Cleaning:** All fees will include the facility being given a general clean before use. We request the facility be left after use in the same condition as it was found. A cleaning charge of \$100 applies should you require the facility to be given a professional clean before use, or if it is left in a particularly dirty state after use.

A refundable security bond of \$400 may also be required.

Hourly rates of \$25/hr are available for shorter meetings.

After each use, please

- Sweep/mop floors as appropriate and check that the toilets are in clean and tidy condition.
- Ensure any kitchen equipment used is cleaned / washed and put away.
- Ensure heater/air conditioner and lights (please check toilets) are turned off.
- Check all windows closed, doors locked and that keys returned.
- Remove rubbish/recyclables to bins provided

### **Public Liability Insurance.**

Casual hirers/users of the facility are not covered by the Yea Tennis Club Inc.'s public liability insurance.

Private functions are strongly recommended to take out Public Liability Indemnity Insurance with the Shire of Murrindindi. Current charge is approximately \$35 per event. Application forms are downloadable from the Murrindindi Shire Council website:

[http://www.murrindindi.vic.gov.au/Your\\_Council/Forms\\_and\\_Documents](http://www.murrindindi.vic.gov.au/Your_Council/Forms_and_Documents)

Booking enquiries can be made to the club secretary on [yeatennisclub@hotmail.com](mailto:yeatennisclub@hotmail.com) or Ph: **0412 075 774**

Tennis court hire/use can be arranged but is not included in room hire.

### **CONTACT NUMBERS:**

<b>Police/Fire/Ambulance</b>	<b>000</b>
Club President	<b>0448 804 239</b>
Club Secretary	<b>0412 075 774</b>

Fees payable by cash/cheque or EFT transfer (preferred) to BSB: 633 108 A/C No: 1413 33146

Electricity main circuit board is in the main function room adjacent to the kitchen door.

Gas bottle for stove top (turned off when not in use) is located outside at the eastern end of the building.