

Conditions of Hire 2016/17:

In signing this hire agreement, the hirer agrees to the following terms & conditions:

1. **PUBLIC LIABILITY Insurance is the responsibility of the hiring body.** If you do not have public liability insurance the Hamilton P & A Society can arrange this for you at a fee dependant on the size of your event, please discuss with the Hamilton P & A Society.
**** Photocopy details of Certificate of Currency this and period covered and attach to application.**
2. Hire form must be completed prior to the commencement of use including signing of the disclaimer.
3. Payments will be made by agreement with the Hamilton P. & A. Society Inc. (as booking agent) and hirer. Advance payments, security bond, or key deposit may be required. The hire price noted is agreed to upon signing of this hire form, due and payable within 7 days of hire.
4. At least 24 hours notice is required for cancellations, via phone/ answering service (5572 2563), fax (5572 2989) or e-mail: info@hamiltonshowgrounds.com.au Failure to give such notice will result in the normal hire fee being charged.
5. The hiring body will be expected to meet the costs of repairs to any damage caused to the facility, it's fittings or equipment, caused by members of the hire group or public / participants attending their function / event.
6. The hirer shall comply in every respect with regulations under the Health Act with regard to public buildings for the prevention of over-crowding, obstruction of walkways, passages, corridors or any part of the building.
7. The hirer of the facility is expected to leave the facility in a **clean & tidy state** with all rubbish placed in bins or removed. Should the event / function held necessitate rubbish quantities beyond that provided for, including removal of animal bedding & manure, such arrangements will need to be made privately with contractors prior to the event.
8. No alcoholic beverage is to be sold at any time without the appropriate license. A liquor license is also required if guests are being charged an entry fee to a function where alcohol is being served. Hirer to arrange such license as needed.
9. Users of the facility will be expected to behave appropriately so as not to disturb or offend other users or visitors to the facility and neighbouring residents.
10. Southern Grampians Shire and Hamilton P. & A. Society Inc. takes no responsibility for any equipment supplied by the hirer either used and/or stored at the Showgrounds Reserve.
11. The hirer will ensure that the area of the building and any equipment they are to use is checked to ensure safe and easy use for all users.
12. **Out of office hours call-out for access / hire of equipment will incur an extra \$20- charge per call-out. There is no guarantee that this service will be available when required. Contact 0409 039 086 if needed.**
13. Hirers of stock pens required to pressure clean and sanitize panels before packing away. Forklift cost and co-ordination hirer's responsibility.
14. **Keys to be collected during Showgrounds office hours (Monday, Tuesday and Thursday,(10am – 4pm) or by appointment.
A \$50- fee applies for keys not returned by date agreed below.
Keys may be returned using the secure mail box beside the Office door.**
15. Camping on site - Southern Grampians Shire Council policy states that "approval may be granted where the owners and their animals or participants and their equipment cannot be accommodated at other camping facilities." This needs to be evidenced in writing prior to the event for this request to be considered. Approval will be limited to the duration of the subject event plus the day immediately preceding and the day immediately following the event.

Failure to comply with any term or condition

detailed above will result in the immediate surrendering of security bond or recovery costs charged including, but not limited to, the doubling of hire fee applicable.

EQUIPMENT HIRE FORM

Name.....

Company/Organization.....

Address.....

Phone

DATE

Vehicle Registration Number

Driver (BLOCK LETTERS).....

All Hire Equipment to be collected & returned between 10am-4pm or AH/or Forklift contact Luke Schneider 0418 583 937

Trestle Tables	Seats 8 – 10 people (40 in total available)	\$12.00 each
Plastic Chairs	(500 in total) ** Breakages \$15 per chair	\$2.50 each
Sheep Panels	(Enough to make 900 pens) 8ft dividers, 4ft sides /gates	\$2.70 each
Sheep Ramps		\$30.00 each
Tiered Seats	Seat up to 20 people in 2 & 3 tiers (must supply public liability)	\$65.00 each
Cattle Panels		\$10.00 each
Television	50 inch flat screen (2 avail)	\$105.00 each
Power Boards & Leads	\$55.00 per power board,	\$11.00 per powerlead

A bond of \$200.00 is to be paid prior to the hire of any electrical equipment.

Pallets No	8' Long Panels
4' Dividers	4' Gates
Sheep Ramps	Cattle Panels.....
Chairs	Trestles
Partitions.....	Other

I the undersigned agree that the number of items above are true and correct.

Fork lift driver x

Vehicle driver x.....

Hamilton P & A Society
authorised representative x.....