

Application to Hire School Facilities

Name of Applicant:

Organisation:

Address:

Phone: Mobile:

Facility Required	Date/s	Start Time	Finish Time
Arts Centre Conference Room			
Arts Centre Foyer / Kitchenette			
Arts Centre Auditorium only			
Art Centre Whole Facility			
Junior Games Hall			
Senior Stadium			

***Please note that it is our preference that no food or drink be consumed in the Auditorium.
 Please let us know if you have any questions.***

Any other Requirements: (e.g. tea/coffee, seating arrangements, projector, microphone, internet access)

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Details of Activity:

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Estimated number of people attending:

A copy of your Certificate of Currency for Public Liability Insurance must be provided prior to hire.
 Please attach a copy of Certificate.

Signed:

Date:.....