

AGREEMENT FOR HIRE OF PREMISES - PART A

Casual / Ongoing Hire

Between

Centre:

and

Managed by Tuggeranong Link of Community Houses and Centres Inc. ABN: 49 704 747 031

Name

Address

Contact

(Email)

(Mobile)

(Home)

Business or Group
Name (if applicable)

ABN or
License No.

Date and Time

Purpose of Hire

Rooms /
Facilities

Tuggeranong Link and the Hirer both agree to comply with the attached 'Conditions of Hire' and 'Schedule of Fees and Administration'.

SCHEDULE OF FEES AND ADMINISTRATION

TUGGERANONG LINK BANK DETAILS

BSB: 062-914
ACC: 1065-4739

Please enter in 'Description'
the centre code you are
hiring:

Bonython **BNH**
Chisholm **CCC**
Isabella Plains **IPNH**
Richardson **RCH**

Total Hire

Hourly Rate

Security Bond
Refundable at end hire
inspection and key return

x

\$

=

Or Set Party Rate

Less 10% Deposit

Balance Remaining
To be paid in full
prior to booking

\$

\$

\$

\$

**Please Note extra charges may be incurred for:*

Late vacation of premises - \$40 per hour
One Hour Increments

Centre not left clean or in good repair - \$50 per hour
One Hour Increments

Your Public Liability Insurance Details

If Applicable Security Company Name / Phone / ABN

Your bank details for any bonds or refunds owed: BSB: ACC:

I, the undersigned, propose to hold a function or activity at the times and dates outlined above. I am over 18 years of age and have read and understood the Conditions of Hire and Statement of Hirers Responsibilities (attached) and agree not to use the facilities for any unauthorised use. I also agree to pay for all damages to Tuggeranong Link property, in full, which occurs during my period of hire and understand that failure to do so may lead to prosecution by Tuggeranong Link.

Signature of Hirer:

Signed on behalf of
Tuggeranong Link:

Receipt No. **Office Use**

Receipt No.

Receipt No.

Invoice Raised

Sighted

Y / N

Confirm

Y / N

Key No. Issued:

Key Returned:

Y / N

Date Inspected

Bond Refunded

Bonython

0409 958 361

bonythonhub@tugglink.org.au

Chisholm

0416 360 300

chisholmcc@tugglink.org.au

Isabella Plains

6292 4477

0409 083 763

ipnhouse@tugglink.org.au

Richardson

(02) 6292 1604

0408 671 658

tugglink@tugglink.org.au