



INVERELL TOWN HALL

HIRE AND AGREEMENT

Inverell Shire Council
PO Box 138
INVERELL NSW 2360
DX 6159
Tel: (02) 6728 8288
Fax: (02) 6728 8277

I.....
(Name must be over 18 years of age)

of..... phone.....
(Address)

representing.....
(Organisation if applicable)

hereby apply to the Inverell Shire Council for the use of the above building on.....
(Date)

for the purposes of

Event to commence at am / pm and to conclude at am / pm.

Those sections of the complex I wish to hire are:

- 1. All facilities ... YES NO
2. Main Hall ... YES NO
3. Annex ... YES NO
4. Kitchen ... YES NO
5. Cool Room/Bar ... (Proof of Licensee required) ... YES NO
6. Is the Function BYO? ... YES NO
7. Grand Piano ... (Piano/Organ Hire Form to be completed) ... YES NO
8. Organ ... (Piano/Organ Hire Form to be completed) ... YES NO
9. Moveable Stage ... YES NO
10. Lighting Desk ... YES NO
11. Microphones and PA System ... YES NO

Would you like details of this event to be forwarded to relevant persons / organisations to be included in an Inverell Community Calendar ? ... YES NO

Would you like details of this event to be included in the Inverell On-line Events Calendar ? YES NO

I have read the separate sheets "Conditions of Hiring" and agree to be bound by the requirements therein, particularly those relating to the refund of deposit and my liability for payment of costs of damages, breakages and losses incurred whilst the keys are in my possession.

I also undertake to follow the instructions set out in the sheet "Special Notes for Users of the Inverell Town Hall".

I enclose a cheque/cash for \$.....(GST Inclusive),

being \$.....(hire) and \$..... (deposit).

.....
(Date) (Signed) (Name in block letters)

Note: Signatory is responsible for Conditions of Hire (see attached)

OFFICE USE ONLY
ID (Drivers Licence Number).....
Hire \$..... (GST Inclusive) G2744.000
Deposit \$..... (GST Inclusive) DR Account No.
Receipt No..... Date.....