

CONTRACT FOR CASUAL HIRE

The details of your booking are set out below. Please check that these are correct and then:

- Sign and date the form **AFTER** reading the Conditions of Hire
- Return the form to this office 5 working days before your booked date with payment.

HIRER DETAILS

Room:
Number of people expected to attend:
Group name:
Contact person:
Address:

(email) (Mobile)

Phone: (res) (bus)

BOOKING DETAILS

Casual Hire:

Date of function: Time from: Time to:
(Note: Any extension to above times is chargeable including setting up and packing up)
Special Conditions: (e.g. liquor licence required)

Hire charge: \$ includes:
Bond: \$
(All charges are GST inclusive)

DECLARATION

I hereby certify that I have read, understood and accept all Conditions relating to the hire of this facility. I approve/do not approve of this information being available for Council for public inquiries and promotional use. I agree to pay all Hire charges and I understand that I may be charged interest and/or fees for late payment. I may be charged a cleaning fee.
I understand and accept my duties as fire warden

.....
Signature of Applicant

.....
Date

OFFICE USE ONLY

Identification – (photo) Passport/ Drivers Licence
Bond paid
Hire Paid
Bond Refunded

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