

## WAKATERE BOATING CLUB INCORPORATED HALL HIRE CONDITIONS

The Wakatere Boating Club's ("Wakatere") hall is available for hire under the following terms and conditions:

- The Hirer agrees and acknowledges that the Hirer is responsible for complying with these terms and conditions.
- The Hirer is responsible for complying with any statutes, bylaws or regulations relating to consumption of liquor, noise control, traffic movement and parking etc., and agrees to indemnify Wakatere, its officers and members in respect of any loss whatsoever arising from breach by the Hirer.
- Wakatere expressly reserves the right to reject any request to hire the hall, in which case the booking fee will be returned immediately (No 21<sup>st</sup> or teenage parties)
- The Hirer will pay a refundable bond of \$500 (\$200 for daytime/ minor events). During the hire period, the Hirer will be liable for any extraordinary costs caused by the Hirer include any necessary extra cleaning, or for any damage or loss caused to the hall or its contents. These costs will be deducted from the bond. Any costs, damage or loss in excess of the bond will be the personal liability of the hirer.
- The Hirer shall keep the noise level to a reasonable level during the hire period, and when the Hirer and guests are leaving the vicinity. As the Club is in a residential area the Hirer must keep the doors and windows facing the street closed wherever practicable. (south and west)
- Smoking is not permitted inside the hall. It is the duty of the Hirer to inform all those present of this condition. Any debris left by smokers outside the building such as cigarette butts and dead matches will be the responsibility of the Hirer to remove. Failure to remove will result in an extra cleaning charge which will be deducted from the bond.
- On no account is intoxicating liquor to be consumed outside the building. The Hirer shall be responsible for obtaining any licence that may be required by the North Shore City Council.
- **All functions must cease by midnight. The hall must be vacated by 1am. All rubbish, bottles, food and alcohol must be removed by the Hirer at the end of the function. Tables and chairs to be returned and stacked in the appropriate places.**
- Catering and band equipment must be removed by 9am the following day unless prior arrangement is made with the Wakatere representative.
- The hirer is able to open the gate for temporary access; however no vehicles are to be parked inside this area or any other part of the Wakatere grounds during the period of hire.

Initial \_\_\_\_\_

- **Vehicles may enter the Wakatere grounds to drop off and pick up supplies and equipment, but under no circumstances are vehicles to be parked.**
- No tacks, drawing pins or similar fastening devices shall be fixed to the walls, ceilings or floors of the hall. No fixtures are to be moved or removed.
- No cooking or BBQs on the decks.
- The key must be collected from the Hall Hire Manager, Ann Robins, 86B Wairoa Road, Devonport, Tel: 445-7349, and must be returned no later than 10am the day following the hire.
- The Hirer agrees to pay: \$1000 + \$100 cleaning + \$500 bond = \$1100 + Bond
  1. \$500.00 (GST incl.) Non-refundable booking fee at time of booking.
  2. \$1100.00 GST incl.) 2 weeks before the event. This is \$600 for balance of Hire and the Cleaning charge + \$500 Refundable Bond. (cheque payable to Wakatere Boating Club Inc).

\$500 bond will be repaid by cheque after satisfactory final inspection. Allow approx 1 week.

If the hire is for the **daytime only 0830-1700** (Monday -Thursday & off season)

Non-commercial Use: \$250 + \$200 bond. +\$80 cleaning = \$330 + Bond

Commercial Use: \$500+ \$200 bond+\$80 cleaning=\$580 + Bond.

1. \$200.00 (GST incl.) Non-refundable booking fee at time of booking.
2. \$330.00 (GST incl.) or \$580(GST Inc) 2 weeks before the event. This is for balance of Hire and the cleaning (cheque payable to Wakatere Boating Club Inc).

\$200 bond will be repaid by cheque after satisfactory final inspection. Allow approx 1 week.

All charges subject to change on no less than eight weeks notice.

**Initial** \_\_\_\_\_

**Please remember on arrival at the hall to disarm the alarm.**

**Please check the following before leaving:** Electric stove is off, windows shut, flammable material removed, hall lights off, hall securely locked, alarm is set. RUBBISH REMOVED

Previous day set up may be available on request.

# Wakatere Boating Club Hall Hire.

By completing the form below, the Hirer acknowledges and agrees to the terms and conditions of the Wakatere Boating Club Incorporated hall Hire Conditions attached to this application form or available on request from the Hall Hire Manager (Ann Robins, 86B Wairoa Road, Devonport. Ph: 445-7349.)

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## Application Form

Hirer's Name: ..... Telephone:..... (H)  
.....(W)  
.....(M)

Address:.....

Nature of Function..... Date/Time of Hire.....

\*Alternative Contact: Telephone:

Hirer's Signature: .....

\*(an alternative contact is necessary so that the hall hire manager has a contact after the function should the Hirer not be available. Preferably this should be a local person)

Wakatere expressly reserves the right to reject any request to hire the hall, in which case the booking fee will be returned immediately.