



BAYSWATER NORTH PRIMARY SCHOOL
APPLICATION TO HIRE GYM/HALL

This application does not constitute a confirmed booking for the Gym. The booking will be finalised only upon the acceptance of the application, the payment of all monies and the completion of the Form of Undertaking required by School Council's Gym committee.

HIRER

NAME: (of person or organisation)

.....
.....

ADDRESS:

.....
.....

PHONE:

(Home) (Bus) (Mob)

IF HIRER IS AN ORGANISATION

CONTACT PERSON

POSITION HELD

ADDRESS

.....

DATE

HIRE TIME / S

DAY/S OR DATE/S REQUIRED

TIMES REQUIRED

FOR REGULAR HIRERS ONLY

DATE OF FIRST BOOKING.....

DATE OF FINAL BOOKING.....

STATE ANY DATES YOU WILL NOT REQUIRE THE GYM DURING THIS PERIOD (eg. Public Holidays)

DETAILS OF ACTIVITY OR FUNCTION

DESCRIPTION OF PROPOSED ACTIVITY OR EVENT

.....
.....

EXPECTED NO. OF PEOPLE ATTENDING FUNCTION OR EACH SESSION

.....

DETAILS OF ANY ENTERTAINMENT

.....
.....

ARE YOU INTENDING TO USE ANY DECORATION? (If yes, give details)

.....
.....

APPROVED / NOT APPROVED, BY GYM COMMITTEE, SCHOOL COUNCIL

DATE:

**FORM OF UNDERTAKING REQUIRED BY SCHOOL COUNCIL
AS CONDITIONS FOR ALLOWING INDIVIDUAL (S)
ORGANISATIONS (S) TO USE SCHOOL PROPERTY.**

In Consideration of the School Council of the Bayswater North Primary School having pursuant to the Education (School Council) Acts 1975 / 1988, subject given these undertaking to authorise.

Name:

Organisation:

to use the Bayswater North Primary School Gym

Date and Time:

For the purpose of

I undertake

- To pay the charge as levied by the School Council for or in connection with the use of the school property and to leave the school property and all furniture and equipment in a fit state of cleanliness and tidiness for the resumption of school work, and, in the event of damage occurring to any of the school property, furniture or equipment while it is being used, to pay to the school council the cost of making good the damage and I agree to accept the decision of the school council on the extent of any such damage.
- To ensure that all legal requirements of the conduct of the function are complied with.
- To take out public risk cover in respect to the hiring of the Gym.

I acknowledge that I have read and accept the terms and hire conditions as specified in the “Conditions of Hire of Bayswater North Primary School”

Signature

Address.....

Date

Witness.....

Address.....

Date