



# SEASONAL HIRE APPLICATION FORM

## Stirling Oval

**Council:** ADELAIDE HILLS COUNCIL – ABN 23 955 071 393

Name of Individual: .....

Position held in  
Club/Organisation: .....

Club/Organisation: .....

**Address** .....

Telephone: (H) ..... (W) ..... (M) .....

Email: .....

***(Please note if further information is required or to confirm this booking an email will be sent to you on the address given)***

Description of Hire  
Activity: .....

How many Sessions in  
the season: .....

*(The attached schedule for the dates and times of hire is to be filled out to determine the number of sessions to be invoiced and to be able to place details in the booking calendar – if this schedule is not filled out then a booking will not be accepted – it is not acceptable to only staple a schedule of games to this form)*

Contact details for invoicing if not the same as above:

Contact name: .....

Postal Address: .....

<b>WINTER SEASON SESSIONS – TRAINING</b> (please exclude school and public holidays where necessary)			
	<b>Dates</b>	<b>Times</b>	<b>TOTAL</b>
April			
May			
June			
July			
August			
September			

<b>WINTER SEASON SESSIONS – MATCHES</b> (please exclude school and public holidays where necessary)			
	<b>Dates</b>	<b>Times</b>	<b>TOTAL</b>
April			
May			
June			
July			
August			
September			

<b>SUMMER SEASON SESSIONS – TRAINING</b> (please exclude school and public holidays where necessary)			
	<b>Dates</b>	<b>Times</b>	<b>TOTAL</b>
October			
November			
December			
January			
February			
March			

<b>SUMMER SEASON SESSIONS – MATCHES</b> (please exclude school and public holidays where necessary)			
	<b>Dates</b>	<b>Times</b>	<b>TOTAL</b>
October			
November			
December			
January			
February			
March			

I declare to the best of my knowledge that the information provided in this application is accurate and correct. I will undertake to advise the Adelaide Hills Council should there be any alterations or additions to the information supplied immediately.

I have read, understand and agree to comply in all respects with the General Terms and Conditions of Hire.

SIGNED: ..... DATE: .....

or and on behalf of (if applicable): .....

## HIRE FEE SCHEDULE (as at 1/7/2020)

SESSION		
Seasonal Hire per Session	Eg: 8am – 1pm or 1pm – 6pm	\$30.00 per session
<b>Key deposit</b>	Seasonal Hire	\$ 55.00
<b>PUBLIC LIABILITY INSURANCE</b>	Complimentary for “one off” Hirers. Mandatory for Regular Hires	

### PLEASE NOTE:

- Please ensure you understand the Conditions of Hire before signing the Hire Agreement.  
Failure to comply with any of these conditions may **incur an additional charge.**

**PLEASE FORWARD THIS APPLICATION FORM TO THE PROPERTY SERVICES TEAM AT: [property@ahc.sa.gov.au](mailto:property@ahc.sa.gov.au)**

## CONDITIONS

1. Seasonal applications for hire are to be received no later than 14 days before the intended hire time (applications received after this time may be refused as they may not be able to be processed in time).
2. An invoice for the bond and hire fees for the seasonal booking will be processed and posted to the person requested on this form.
3. All bookings will be charged for, whether the facility is used or not. Seasonal hire dates can be cancelled only if the facility is not fit to be used and the hirer contacts Council in writing as soon as relevant problems occurs (i.e. weather conditions change and the playing surface becomes dangerous to the hirer).
4. Key(s) can be collected 7 days prior to the seasonal hire commencing – no earlier (a maximum of 10 keys will be available for a seasonal hire).
5. Key(s) allocated for a seasonal hire are to be returned no later than 3 weeks directly after the seasonal booking has finished.
6. If key(s) are not returned within this time frame or lost by a hirer then the bond will be forfeited and the replacement of the locks at this facility will be paid for out of the forfeited bond.

7. **Council takes no responsibility for the use or injury sustained by users of this facility and request that all clubs/organisations wanting to hire the Stirling Oval complex must have their own public liability insurance. A copy of the public liability insurance must be attached to the application for hire form, if this is not attached then the booking will be not be accepted.**
8. The hirer agrees to indemnify and to keep indemnified the Council, its servants and agents and each of them from and against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against them or any of them arising out of or in relation to the issuing of the application.
9. All hiring of this facility does not mean exclusive hire. Common areas within the clubrooms must be kept clear of any items (i.e. furniture, sporting items) and must be cleaned and left in an acceptable condition between each session appropriate for all hirers to use at all times.
10. All hirers using Stirling Oval are to treat it with respect and leave it in the manner in which it is found. If it is found that the clubrooms, toilets etc are being left in an unsatisfactory condition then the hirer may be prohibited from using the facility for a period of time or indefinitely.
11. Any damage caused to the clubroom facility (i.e. window broken in clubrooms, graffiti) will be repaired by Council and on charged to the hirer of the facility at the time.
12. Council reserves the right to inspect the clubrooms at any time and may request that the appropriate hirer clean up any rubbish or mess that has not been cleaned within a given timeframe. If it is found that this request has not been followed, Council may clean it up themselves and on charge to the appropriate hirer.
13. All equipment sought to be stored on the premises must have Council approval first from the Property Department. No flammable equipment or materials are to be stored on site unless given approval first (i.e. gas bottles). All equipment being stored on the premises is done so at the risk of the hirer.
14. If a seasonal hirer pays for a storeroom at this facility all items are to be stored within the allocated storeroom (except when in use for training or matches). If it is found that items are being left within the common area of the clubrooms that should be stored away, Council reserve the right to cancel the hire of the facility (including the storeroom) and ask that all items be removed from the facility.
15. **The Toilet block must be locked when hiring this facility at all times and checked it is secure before the hirer vacates the facility.**
16. There are to be no vehicles on the oval and no stakes are to be put in the ground because of the watering system (emergency vehicles **only** are allowed onto the oval).
17. When the playing surface is in use the sandwich board signs which are stored in the common area of the clubrooms are to be placed around the grounds to notify other patrons of the ovals use.

18. The clubroom building only has basic kitchen facilities and therefore not appropriate for hire to groups wishing to have a catered event.
  
19. The hire of this facility is only during daylight hours and therefore no evening hire of this facility is allowed during the cooler months (April – September) or until daylight savings finishes and starts again each year.
  
20. No alcohol is to be consumed on the playing surface of this facility, only within the clubrooms and the immediate surrounds of the clubrooms. No alcohol is to be sold at this facility unless the necessary Council and liquor licencing approval has been given. To apply for a limited licence through Council please contact 8408 0400.
  
21. This application for hire is not transferable.