



Blackwood Football Club

Facility Hire

Thank you for your enquiry to book the Blackwood Football Club for your function. Please read through the below conditions of hire, fill in the Hire Agreement Form and return to the club or email Leonie Wilmshurst: vicepresident@blackwoodfootballclub.com.au

Conditions of Hire

Bookings

Bookings will not be accepted until the application to hire form is completed and returned to the Blackwood Football Club with the hire charge and bond paid prior to the booking date.

Venue Address

Trevor Terrace, Blackwood 5051 SA

Booking Time

Booking time of the Blackwood Football Club must take the following into account:

- Setting up time
- Allowance for cleaning by hirer
- Allowance for cleaning of kitchen facility
- Allowance for departure of caterer, band, etc.

Cancellation of Booking

Should any booking be cancelled, the Hirer will forfeit 25% of the hire charge unless the facility is re-let.

Sub-Letting

Subletting of the facility or any part thereof is prohibited.

Application Refusal

The Management committee has the right to refuse an application for the hiring of the Blackwood Football Club and associated facilities. All hirers must be over the age of (18) eighteen years. If requested proof of age must be provided.



Keys

Casual Hirers will not have access to keys. Regular User Groups are charged a levy of \$50.00 for lost building keys.

Security System

The Blackwood Football Club is fitted with security and fire monitoring systems. If the alarm is accidentally triggered, requiring the attendance of security officers or delegated authorities to investigate, there will be a call out fee. This fee will be recovered from the Hirer. If the Hirer upon leaving the facility does not activate the Security System correctly, an amount of \$50.00 will be charged.

Bond

A bond deposit of up to \$400.00 is required by the Management Committee towards the recovery of additional costs due to misuse, damage or excessive untidiness. The facility must be left in a satisfactory state. The bond will be refunded by EFT within 7 days from the date of the booking. The Management Committee will advise you if any of the bond is to be retained and why. (See 7. Security System last sentence)

Insurance & Indemnification

The Hirer agrees to indemnify and keep indemnified and to hold harmless the Blackwood Football Club, 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 conduct of the activity. It is the Hirer's obligation to insure against any liability he/she might incur for any injury to persons or damage to any property as a result of the hiring. A copy of One-Off Event Public and Products Liability Certificate to be supplied within 2 weeks of the Hire date

Control

Members of the Management Committee, Volunteers, City of Mitcham Employees and security Officers shall have free access to any part of the premises at any time.

Places Of Public Entertainment Act

Hirers are personally responsible for the carrying out of the Places of Public Entertainment Act 1913, as amended, and all regulations made under such Act, and must accept full responsibility for the safety of the public in the event of a fire during the period covered by their engagement. The Maximum capacity of the Club to abide by the act is 500 persons.



Advertising

No advertising is permitted on or in any part of the facility without the permission of the Club Manager.

Damage

The Hirer will be responsible for any damage caused to property (including furniture and equipment), which is attributable to the hire period. The Hirer may be held liable for any loss that occurs as a result of their negligence. This may include failure to adequately secure the premises. The Management Committee will advise in writing, any cost incurred for reinstatement of property.

Booking Safety

For Functions involving teenagers/young adults, the Hirer will take appropriate measures to avoid “gate crashing” and associated problems. It is a requirement of hire that a security guard is required for up to 50 patrons, increasing to 2 for 80 and larger numbers will require more security.

Cleaning

The facility is to be left in a clean condition (including toilets) and all debris, decorations, empty bottles, food scraps etc must be removed from the interior and exterior of the premises by the Hirer immediately after the Function. The Hirer must provide suitable receptacles for cigarette butts (e.g., sand tin) for outside the premises and must remove them after the Function. Refer to Condition: Smoking. Dishes must be washed and put away. If the hirer requires additional time for cleaning this time will be charged at the appropriate rate.

The costs of cleaning may be negotiated with the Management Committee prior to the Function, however, should the Hirer fail to comply with this condition, the Blackwood Football Club may employ the necessary labour and recover the costs of same from the Hirer.

Decorations

Nails, screws or other fixings, including blue tack and tape of any kind are not to be used for attaching decorations etc. in any part of the facility unless agreed to by the Management Committee.



Electrical Supply and Equipment

Electrical installations are not to be interfered with. Any faults must be reported to the Management Committee immediately. All electrical equipment brought into the Club must, at the Hirer's responsibility, be in sound working order and satisfy legislative requirements.

Airconditioning / Lights

All air-conditioning and lights must be turned off upon leaving the premises. Failure to turn off any light will result in a \$10.00 charge. Failure to turn off air-conditioning will result in a \$50.00 charge per day until the air-conditioning is turned off, or the facilities used again. Note the Football Club is not used on a daily basis.

Operation Of Kitchen Appliances

Instructions for the operation of all appliances are posted in the kitchen. Any appliance malfunction should be reported to the Management Committee.

Use of Cutlery, Crockery etc.

Cutlery, crockery and glasses are available. There is a \$3.00 breakage charge for glasses.

Nuisances and Danger

No Hirer shall cause nor allow to be caused any annoyance, nuisance or damage to members of the public or their property This includes offensive or dangerous behavior and any act that may become an offence against any Act or law.

Smoking

Smoking is not permitted in the Blackwood Football Club, including the BBQ area. Users smoking outside must not leave cigarette butts outside the premises. Failure to comply may result in forfeiture of part or the entire bond. Refer Condition: Cleaning

Consumption of Liquor.

The Blackwood Football Club is licensed pursuant to the Licensing Act 1967. Bar Facilities for the purchase of Alcohol will be available for your function. Hirers are unable to bring in their own alcohol for consumption on the premises.

First Aid



Hirers must provide their own first aid kit and supplies as per “Use of First Aid Kit” information booklet produced by Safework SA. This may be accessed at: www.safework.sa.gov.au/uploaded_files/firstaidkit.pdf

Car Parking Facilities

There is limited parking available. Please use these areas thoughtfully allowing other users ready access to their vehicles. No vehicle parking on garden areas or the oval is permitted. This also supplies to support vehicles.

Disabled Access

The Management Committee is particularly concerned with the need for proper access to be provided to our facilities for individuals with disabilities. Consequently, if you experience any problems in this regard, we would appreciate your advice to that effect.

Rates of Hire (All pricing excludes GST)

Area	Cost
▪ Main Room	\$400.00
▪ Members Bar Only	\$250.00
▪ Kitchen	\$ 75.00
▪ Outside BBQ Area inc BBQ	POA
▪ Projector	\$ 50.00
▪ PA System	\$ 75.00
▪ Cleaning	\$150.00
▪ Bond	\$400.00
▪ Deposit	\$100.00

Deposit and Bond payable 14 days prior to Function. Balance due date of function



PLEASE NOTE

- No equipment is to be removed.
- All prices are subject to variation. Hire fees will be those applicable at the date of hire.
- PLEASE MAKE SURE THE PERSON IN CHARGE OF YOUR EVENT UNDERSTANDS THE ABOVE CONDITIONS OF HIRE.

Further enquiries: vicepresident@blackwoodfootballclub.com.au





BLACKWOOD FOOTBALL CLUB

PO Box 69
BLACKWOOD SA 5051
P: (08) 8370 2228

E: vicepresident@blackwoodfootballclub.com.au
W: blackwoodfootballclub.com.au

HIRE AGREEMENT

Name: _____

Address: _____

Phone: _____ Email: _____

Hire Date: ____ / ____ / ____ Hire Time: _____

Purpose: _____

Number Attending (as per regulations) _____

Please highlight Room Required for Hire:

Area	Cost	Yes/No
Main Room	\$400.00	
Members Bar	\$250.00	
Kitchen	\$75.00	
Outside BBQ Area inc BBQ	POA	
Projector	\$50.00	
PA System	\$75.00	
Cleaning	\$150.00	
Bond	\$400.00	
Deposit	\$100.00	
TOTAL		Total \$

By signing below the hirer named agrees they have read and agree with the Conditions of Hire.
Please ensure One-Off Event Public and Products Liability Certificate is actioned

Name (the hirer): _____ Date: _____

Signed _____

