

# GENERAL COURT BOOKING FORM 2018

Organisation Details	
Organisation:	Contact Name:
Phone:	Email:
Postal Address:	Fax:
Date:	Hire Purpose:
Expected No. Participants:	Expected No. Spectators:
Booking Requirements	
<ul style="list-style-type: none"> <li>Minimum Booking = 30 minutes with 30 minute increments.</li> <li>Earliest Start = 6am, Latest Finish = Midnight, subject to current DBA bookings.</li> <li>Please attached details of any special requirements.</li> </ul>	

Date :	Start Date    ____ / ____ / 2018	End Date        ____ / ____ / 2018	
Court	From	To	Air Con (Yes or No)
1			
2			
3			
4			
5			

**Courts Hire Charges** (hourly rate per court) Payable in Advance

Court 1,2 3, 4 or 5 per Hour (No Air Con)	<b>\$75.00</b>
Court 1 or 2 – With A/Con	<b>\$120.00</b>

Court hire cost: \$ \_\_\_\_\_

**(10% Deposit Required to Secure Booking Non-Refundable after 90 days prior to hire date)**

**Additional Requirements (extra charge)**

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## CONDITIONS

1. The hirer may not, without the consent of the DBA, sell any drinks (alcoholic or otherwise), foodstuffs or raffles at the stadium;
2. Any hirer requiring a food service including DBA canteen, must negotiate provision of the service with the DBA;
3. When a hirer cancels a booking, penalties will apply as follows;
  - i) greater than 90 days notice - no penalty;
  - ii) between 30 and 89 days – 50% hire charge will apply;
  - iii) between 8 and 29 days –75% hire charge will apply
  - iv) 7 days or less - full court hire will still be charged.
4. The Executive Officer may require the hirer to lodge a security bond prior to the application being confirmed. This bond will be used to cover any expenses incurred by the DBA for the cleaning and repairing of any damage that might have occurred during the period of hire. Any bond money not so used will be returned to the hirer within 14 days;
5. All bookings will automatically incur a \$100.00 cleaning fee per day per court.
6. The hirer will be required to provide evidence of suitable public liability insurance prior to the application being confirmed if applicable;
7. A setup/pack away fee may apply if the stadium needs to be cleared of existing basketball equipment;
8. Firehoses are for emergency use only;
9. If the firealarms should be set off by a member of your event (i.e smoking where shouldn't, pressing emergency button etc), you will be invoiced for the cost.
10. The DBA shall not accept any responsibility for failure of lighting, air conditioning, scoreboard, public address system or any other facility. Faults will be attended to as soon as possible.

**Applicant Name and Signature:**

Name: \_\_\_\_\_ Signature \_\_\_\_\_  
Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**DBA USE ONLY**

**Executive/Admin Officer:**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
\_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Booking Sheet Updated**  **Booking Request Filed**  **Applicant Advised**