**Venue Hire Agreement**

Hirer’s Name **\***

Phone Number \*

Email Address\*

Identification Viewed\* Y/N

*(ie: Driver’s Licence)*

Hiring Date  Start Time No Hours

Set Up Time:       No Guests       Bar Y/N

Kitchen Y/N       Catering required Y/N

Optional: Greens Hire Y/N

Additional Information:

It is taken that the hirer has read and understood the Terms and Conditions which govern the use of the White Hills Bowls Club Facilities for private hire, since acceptance of them is a requirement of this venue hire agreement.

**Refund of Bond:**

*To enable the refundable bond to be returned by EFT, please include bank your details.*

Bank BSB:

Account Number:

Account Name:

Signature: Board Member ………………………………………………………. Date:………………………….

Hirer’s Signature: ……………………………………………………………………. Date: ………………………….

***Office Use Only***

|  |  |  |  |
| --- | --- | --- | --- |
| **Description** | **Amount** | **Date Paid** | **Club Receipt / Reference** |
| Hall Hire |  |  |  |
| Kitchen Hire |  |  |  |
| Greens Hire |  |  |  |
| BBQ Hire |  |  |  |
| Other |  |  |  |
| **TOTAL** |  |  |  |
|  |  |  |  |
| **Deposit Paid** |  |  |  |
| **Bond Paid** |  |  |  |
| **Balance Paid** |  |  |  |
|  |  |  |  |
| **Bond Returned** |  |  |  |