



RUAPEHU DISTRICT COUNCIL

Private Bag 1001, Taumarunui 3946, New Zealand
Telephone 07 8958188 Fax 07 8953256
Email info@ruapehudc.govt.nz
Website www.ruapehudc.govt.nz

Hireage of Taumarunui KCE Jubilee Grandstand

Applicant Details

Name of Person/Group/Organisation

Postal Address

Phone

Email Address

Contact Person

Date and Time In

Date and Time Out

Intended Use

Do you also wish to book the Domain for the same period of time? Yes No

Alcohol is not able to be consumed on the Taumarunui Domain (including the Grandstand) unless the criteria for obtaining a Special Licence under the Sale or Supply of Alcohol Act 2012 has been met.

If alcohol is intended to be consumed on the premises, has a Special Licence been applied for? Yes No

If no, please contact Council Health & Liquor Team to check the requirements for this.

Is food being served? Yes No

If yes, please contact Council Health & Liquor Team to check the requirements for this.

IMPORTANT NOTICE TO ALL USERS

If the grandstand requires cleaning after customer use, Council will charge the cost to the hirer.
The hirer will be charged for non-return of the key (See Fees & Charges).

I have read the notice above and agree to be the responsible person for any problems resulting from the hire of the hall.

Name	Signature	Date
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Fees			
DESCRIPTION	UNIT CHARGE	No. of Days	TOTAL CHARGE
(See Fees & Charges on Council website)			
Hire			

Office Use Only

Code Ref: TDG (Hireage) 40 21 01 1100

Receipt Number Date Fee Paid

Key Issued Yes No

Completed forms can be emailed to info@ruapehudc.govt.nz or handed in to any Ruapehu District Council office.

INFORMATION REQUIREMENTS

GENERAL

The organisation or person who has booked the grandstand, "the hirer", is responsible for the following:

- (a) Return of the key to the Council Office, Huia Street, Taumarunui during office hours the day following use .
- (b) Safety of the grandstand and its assets for the duration of the booking.
- (c) All floors are to swept and left in a clean condition. If hot water is turned on, ensure it is turned off at the switchboard on departure.
- (d) All lights to be put out after use, mains power turned off, the doors locked and the building left secure.
- (e) Toilets to be checked, flushed and cleaned.
- (f) Showers to be checked, flushed and cleaned.
- (g) All rubbish is to be bagged and removed from the building.

PAYMENT OF HIRE AND BONDS

1 All hire charges are to be paid in advance.

The Hirer will be liable for the cost of any damages incurred.

- (a) Damage, breakage or theft of buildings furnishing or equipment.
- (b) Any extraordinary cleaning required bringing the facility back to original condition.
- (c) Locking or securing the building.
- (d) Returning equipment and furniture to storage.
- (e) Failure to adhere to pre-arranged hire times.
- (f) Call out of any Council officers outside normal business hours.

TIMES

Please vacate the granstand by 9pm following an all-day function.

All goods left in the grandstand are at the owner's own risk

SPECIAL CONDITIONS

Council's representative is the Co-ordinator or designated staff member who will receive full co-operation by all users to ensure that all functions are conducted in a proper and orderly manner in compliance with all relevant acts and bylaws. Council reserves the right for the Co-ordinator, designated staff member, Police or officer of Council to be present in the grandstand at any time. Council may require the Hirer to engage the services of approved security guards for the duration of the time.

The Hirer shall be personally responsible for conduct of the function and persons at the function inside and outside the premises. Organisers are reminded that they have the right to refuse admission to any person.

- (a) Intoxicating liquor must not be brought into or consumed on the premises by people under the age of 18.
- (b) Liquor is only allowed in the grandstand in accordance with the requirements of the Sale or Supply of Alcohol Act 2012.

This agreement is personal to the Hirer for the approved purposes and in the grandstand specified.

Ruapehu District Council reserves the right to amend the Conditions of Hire and/or the Schedule of Charges from time to time and such amended Conditions or Charges shall apply to each and every succeeding hire period notwithstanding that the Hirer may not have received any prior notification.