

Pre-Season Reserve Hire

Application Form



Fees & Charges 2022/23

Pre-season \$12 per hour

As per City Fees and Charges for 2022/2023 adopted by Council June 2022.

All Clubs must book City grounds for pre-season use. This includes, but is not limited to, training, trials, and pre-season games.

Club Name:

Pre-Season Start Date:

Pre-Season Finish Date:

Reserve/s:

Email:

DAY	TRAINING TIMES e.g. 5:00pm - 8:00pm	FLOODLIGHT TIMES e.g. 6:00pm 8:00pm	OFFICE USE ONLY TOTAL
Mondays			
Tuesdays			
Wednesdays			
Thursdays			
Fridays			
Saturdays			
Sundays			

Release From Liability/Indemnity

For the purpose of being allowed to participate in the activities at the City of Kalamunda - Reserves, I agree to sign and be bound by this disclaimer. Exercise is demanding and there are innate risks associated with these activities. Participating in recreational activities at the City of Kalamunda - Reserves may cause serious injury, paralysis or death. Participation is at your own risk. By signing this disclaimer, you accept responsibility, to the fullest extent of the law for any injury caused by you or by others, through accident or negligence, in the course of participation at City of Kalamunda - Reserves. I release and indemnify the City of Kalamunda, its staff, council, servants and agents against any action or claim arising from participation at City of Kalamunda Reserves.

I agree that the information declared above is true and correct and I have read and understand that my rights are limited by this disclaimer.

Name:

Position:

Signature:

Date:

Conditions of Hire

Please note: Your booking will not be confirmed until booking forms have been completed in full with all necessary documentation and returned to this office.

Application Process

1. Hirers must apply for the booking of reserves through the City of Kalamunda by completing the prescribed application form and noting the Conditions of Hire. The City of Kalamunda will presume acceptance of the hire conditions as stipulated on the form upon receipt of a signed forms from the hirer.

2. Please Note: No boots or studs shall be worn for pre-season training or trials

3. Large events may require further City approvals and information should be sought from the City of Kalamunda before the event commences.

Risk Management / Insurance

4. It is strongly recommended that all groups using City reserves obtain adequate insurances including public liability insurance.

5. Hirers have a duty of care to ensure they take all reasonable steps to provide a safe event of activity for the participants at the booked reserve.

6. Hold Harmless – the hirer agrees to hold the City of Kalamunda harmless for any liability arising

Liquor Licence / Consumption

7. The hirer of any reserve must comply with the provisions of the Health Act, Liquor Act, Police Act and Criminal Code or any other relevant Acts in force

8. Functions or events on the actual reserves involving the consumption of Liquor must receive written approval from the City of Kalamunda.

Ground & Marking Conditions

9. Sprinklers and pipes on reserves are not to be removed or interfered with in any way. Any hirer found guilty of this will be charged for the reinstatement costs and/or repairs.

10. Pointed objects are not to be driven into the surface of any reserve unless approved in writing from the City of Kalamunda. E.g. Use of star pickets, tent pegs etc and the use of confetti, polystyrene products and ball furniture is prohibited.

11. Bouncy castles shall comply with the requirements of AS3533 including public liability insurance, work safe accreditation and latest maintenance checks/logs for all amusement rides to be provided to City at least 7 days prior.

12. Reserves shall not be marked for pre-season matches unless discussed with the City and the in- season sporting club. Hirers will be liable for any damage caused by using prohibited materials.

Parking and Litter

13. Under no circumstances will parking be allowed on any reserve except in the areas allocated for that purpose. If the hirer requests a reserve to be used for parking, written approval is required from the City of Kalamunda.

14. All areas are to be left clean and tidy at the conclusion of each hire period. It is the hirer's responsibility to provide additional bins or have rubbish removed from the venue if a function/activity generates an excessive amount of rubbish.

Damage/Resident Complaints

15. The hirer must be mindful of residents in the immediate vicinity. Any complaints received by the City could jeopardise future applications.

16. The hirer of any part or parts of a reserve shall maintain and keep good order and decent behaviour within the reserve, and shall be solely and entirely responsible for the carrying out and compliance of these Local Laws and for any damage arising to the buildings, fixtures, fittings, furniture etc and shall pay such damages as may be assessed by the City. All equipment brought onto the ground/venue must be removed at the end of the hire period

17. Non-compliance of any of the City of Kalamunda Conditions of Hire may result in reconsideration of usage rights as authorised by the Manager of Community Development and may also jeopardise future use of any of the Shire's reserves and facilities.

18. The hirer will not destroy, damage or interfere with any property owned by or vested in the Council;

19. The hirer shall not remove, damage, deface, mark or alter any sign, notice, flag or other specified indicator.

I hereby acknowledge that I have read the conditions of hire as outlined above and agree to comply with them.

Please return your completed form to the Club Development Officer

EMAIL sport@kalamunda.wa.gov.au

IN PERSON City Administration Office, 2 Railway Road, Kalamunda

Your booking will be confirmed when your application form has been completed in full

Initials

Date