



Broome Recreation
AND AQUATIC CENTRE

Date Received: _____ Entered: _____

P & G Emailed: _____



Shire of Broome - Sporting Fields Booking Request Form

ORGANISATION NAME:

Contact Person:

Contact Phone:

Postal Address:

Email Address:

FACILITY REQUIRED:

Father McMahon Field

Joseph 'Nipper' Roe Field

Haynes Oval

Peter Donnelly Pavilion Kiosk

Male Oval

Philip Matsumoto Courts (Haynes Oval) Netball Basketball

BOOKING DETAILS:

1) One-off Booking Day/Date _____ Time _____

OR

2) Regular/Seasonal Booking Start Date _____ End Date _____

Times Required _____ Days Required _____

Dates NOT required (ie School Hols etc) _____

Activity _____

ADDITIONAL DETAILS

How many people will be attending? _____ Will you be charging a fee to attend? **YES / NO**

Will you be erecting any structures (ie shade/tent etc) **YES / NO** Please specify _____

ADDITIONAL REQUIREMENTS

Lights - Father Mac / Haynes Oval only	<input type="checkbox"/>
Key Access**	<input type="checkbox"/>

****Father McMahon lights charged from 5.15pm May - September and 5.45pm from October - April***

** All keys require a \$105 cash/cheque deposit returned at the end of the booking/season.
 Keys will be distributed at management discretion
 Please advise of any further requirements

CONDITIONS OF USE

- 1 Bookings will only be accepted if submitted on a Shire of Broome Sporting Fields Booking Request form to the Bookings and Admin Officer at BRAC prior to the commencement of hire.
- 2 The Broome Recreation and Aquatic Centre (BRAC) Management will consider all requests based on information provided on the booking form.
- 3 All booking request forms should be submitted by the person responsible for the booking, club Bookings Officer or club President. Bookings submitted by other members will not be accepted.
- 4 The hirer agrees to provide safe and appropriate levels of care when using the facility.
- 5 Users must provide a Certificate of Currency upon submission of the booking request (Public Liability Insurance to the amount of no less than \$10,000,000) It is the responsibility of the users to re-send any updates to these certificates.
- 6 BRAC will not assume responsibility for the provision of First Aid supplies. Users are encouraged to have trained First Aid personnel on site during their booking.
- 7 BRAC reserves the right to cancel bookings and will provide a minimum of seven days notice prior to the event.
- 8 As BRAC is the Shire's Cyclone and Emergency Welfare Centre, the Shire of Broome reserves the right to cancel any bookings in emergency circumstances e.g - cyclones, earthquake etc
- 9 Management reserves the right to use the facility , should it be required for a special purpose or one-off event. A minimum of seven days notice will be provided to the hirer.
- 10 Any changes to or cancellations of bookings must be submitted in writing to the Bookings and Admin Officer prior to the commencement of that booking. Failure to do so will result in regular charges being applied.
- 11 All areas of hire shall be left in a neat and tidy manner after use. Failure to do so will incur clean-up fees (See Fees & Charges)
- 12 A bond is required for one-off special events. The bond is held in trust and will be refunded at the end of the event minus any clean-up or damage fees deducted if applicable. Please refer to the Fees and Charges on the Shire website for a schedule of charges.
- 13 No person shall in any way, damage or deface any area of BRAC. All expenses incurred in this instance shall be the responsibility of the hirer. Fees will apply.
- 14 The hirer shall assume responsibility of the venue for the duration of the booking. Damage to, or theft of equipment will be at the expense of the hirer.
- 15 Only one vehicle per club/association is permitted on Shire of Broome sporting fields. Trailers are permitted but once they have been parked, all other vehicles must leave the field.
- 16 Anyone found willfully causing damage to the venue or property, misusing facilities or venue and property, may be charged to the full extent of the law.
- 17 Please report any damage to the venue at the beginning of the booking to ensure you/your organisation is not held responsible.
- 18 The hirer agrees to abide by any rules or laws applicable to sound or special licenses. Sale or preparation of food will require a permit obtainable from the Health Department at the Shire of Broome.
- 19 Alcohol is not permitted on BRAC grounds without appropriate licenses. A copy of the hirers licence is to be provided to the Bookings and Administration Officer for events involving the sale or provision of alcohol.

DECLARATION

I/We hereby apply for the use of the Shire of Broome Sporting Fields.

I/We will not hold the Shire of Broome, it's employees or BRAC, liable in any way for personal injury, damage to or loss of property.

I/We have read and understood the Conditions of Use and agree to uphold them for the duration of this agreement.

Name: _____ Signature: _____ Date: _____



BROOME RECREATION & AQUATIC CENTRE

PO Box 44, Broome WA 6725

Cable Beach Rd, East

PH: 9191 8720 FAX: 9193 6714

Email: bracbookings@broome.wa.gov.au



Shire of Broome Fields - Fees and Charges 2016/2017

Father McMahon Field	Per Hour
Father McMahon Field - hourly fee	\$63.00
Father McMahon Field - Lights only @ 250 Lux - per hour <i>(Seasonal - see times below)</i>	\$70.00
Father McMahon Field - Lights only @ 500 Lux - per hour <i>(Seasonal - see times below)</i>	\$140.00
Father McMahon Field - Day fee (6am - 6pm)	\$500.00
Father McMahon Field - Full day fee (6am - midnight) @ 250 Lux	\$1,100.00
Father McMahon Field - Full day fee (6am - midnight) @ 500 Lux	\$1,450.00
Joseph Nipper Roe Field	Day Fee
Joseph Nipper Roe Field - Hourly fee	\$63.00
Joseph Nipper Roe Field - Day fee (6am - 6pm)	\$500.00
Haynes Oval	
Haynes Oval - Hourly fee	\$63.00
**Lighting Tokens - 1 hr duration	\$18.00
Haynes Oval - Day fee (6am - 6pm)	\$500.00
Haynes Oval - Full day fee (6am - midnight)	\$750.00
Male Oval	Day Fee
Male Oval - Hourly fee	\$63.00
Male Oval - Day fee (6am - 6pm)	\$500.00
Key Deposits	Day Fee
Any BRAC or Shire of Broome field or lighting access keys	\$105.00

**NB: Individual sporting groups/organisations are charged at alternative rates depending on the activity. Please contact the Bookings & Administration Officer for rates.

****There are no fees for Junior Sporting groups.*

LIGHTS

May to Sept - charged from 5.15pm

Oct to April - charged from 5.45pm

** Each lighting token lasts 1 hour at a cost of \$18 ea. Tokens can be purchased from BRAC or can be invoiced to your sporting group prior to your season/event commencement. A key and deposit are also required for access to the token box - available from BRAC