



Fern Tree Community Centre

ferntree.tas.au

Booking Form

Name	Organisation	Phone No	Email
Address		Other Contact details	
Type of Function	Start Date/Time	Finish Date/Time	

I agree that:

1. The facilities will be properly cared for and cleaned up after use.
2. The heaters, lights, fans and any appliances used will be turned off, the chairs and tables stacked properly and other equipment returned to its normal location after use.
3. The Centre and surrounds will be secured, and the key returned to the safe after use.
4. Any damage to the facilities will be repaired or paid for.
5. The bond may be used for any additional cleaning required or to rectify damage incurred.
6. Public liability insurance for the activities being undertaken is the hirers responsibility.
7. Records will be collected to allow contact tracing of attendees and the activities will be conducted in COVID safe environment.

.....
Signed

.....
Date

-----Tear Off Here -----



Fern Tree Community Association Inc

ABN 88 577 475 907

8 Stephenson Place Fern Tree Tas 7054

BSB 633-000 Account 156634198

Booking Confirmation

for.....
Name

Community Centre	Date	Time	Fees	Bond	Total
From:-					
To:-					
Booking Confirmed		Paid			

Payments may be made directly to Fern Tree Community Association, BSB 633-000 Account 156634198 or by cheque to 8 Stephenson Place Fern Tree Tas 7054.

Bookings may lapse if payment not received within 2 weeks of booking.