

BILL SEWART ATHLETICS TRACK ASSOCIATION INC

HIRE TERMS AND CONDITIONS

Hire of the Bill Sewart Athletics Track (the facility) will be conditional upon the Hirer's acceptance of these *Terms and Conditions*.

1. The Hirer's booking is only confirmed upon receipt of a return email from the Venue Manager.
(venue.manager@bsat.com.au)
2. **An administration fee of \$250 plus GST will be charged if the Hirer fails to communicate to the Venue Manager an event's cancellation within 14 days of the scheduled event. Cancellations notified within the 14 day period, because of a weather event, will be accepted without the fee if the Venue Manager, upon direct consultation by the Hirer, agrees the cancellation is both reasonable and was provided at the earliest opportunity prior to the booked event.**
3. The Hirer is responsible for all officiating at their event.
4. The Venue Manager will assist the Hirer in preparing the facility for use but ultimate responsibility rests with the Hirer to ensure that all required equipment is ready before event commencement.
5. Organizations are to assist the Venue Manager in preparing and packing up equipment.
6. Any broken, lost or damaged equipment must be reported by the Hirer to the Venue Manager prior to leaving the facility. If shown to be at fault, all broken, lost or damaged equipment must be paid for by the Hirer.
7. The Hirer acknowledges that they hold a public liability insurance policy
8. The public address system is to be used solely for purposes of running the event.
9. Spikes are to be used in accordance with the requirements displayed at the facility.
10. The Hirer is responsible for administering their own hot weather policies.
11. The Hirer must hold the appropriate food handling certificate if selling or distributing food or drinks during the event.
12. Vehicles are not permitted to be driven or parked on the track.
13. The facility must be left in a neat and clean condition after the event. BSAT reserves the right to levy the Hirer a charge for any cleaning required immediately after the event.
14. Smoking is not permitted anywhere in the facility.
15. Dogs are prohibited from the facility unless they are an approved assistance dog.
16. The Hirer is responsible for supervising the behaviour of all event participants
17. The first aid room is available for use by an appropriately qualified first aid attendant arranged by the Hirer.
18. Any complaints or issues are to be directed to the Venue Manager.