



Gold Coast City Council

APPLICATION FOR SHORT TERM HIRE GOLD COAST INTERNATIONAL ATHLETIC TRACK University Drive Southport Qld 4215

This Hire Agreement is a Licence between the Gold coast City Council & the Hirer and cannot be sub-let.

RESERVATION NUMBER:

NAME
ORGANISATION
ADDRESS

PHONE:
MOBILE:

FAX:
EMAIL:

DATE/S REQUIRED	AREA REQUIRED	START TIME	FINISH TIME	TOTAL AMOUNT
				\$
				\$
	Competition Equipment		YES	\$
	Electronic Timing Equipment		YES	\$
	Bond - Event			\$
	Bond - Competition			\$
	TOTAL			\$

PAYMENT DETAILS

ABN 84 858 548 460 This document will be a Tax Invoice for GST when you make the required payment

Venue Hire Charge	
Account No 97957	\$
Equipment Hire Charge	
Account No 98324	\$
Bond (74648)	\$
Deposit Due By:	\$
Balance Due By:	\$
Cheque to be made out to:	Gold Coast City Council Po Box 5042 Gold Coast Mail Centre Qld 9629

(Hire Agreement to be returned with payment).

HIRERS AGREEMENT

I,..... as the duly authorised agent.....

having read and understood the 'Conditions of Hire' for the Centre do hereby accept and will abide by the terms and conditions contained therein.

.....SignatureDate



Gold Coast City Council

EVENT LOGISTICS SUMMARY

SPECIAL VENUE PREPARATION REQUIREMENTS

CLEANING

The grounds are to be left in a clean & tidy conditions.

All rubbish placed in the bins provided.

SECURITY

EVENT INSURANCE

INSURER
POLICY NUMBER
AMOUNT

***** Please attach a copy of the relevant documentation*****

EXTRA TOILET FACILITIES
(If required)

FIRST AID / MEDICAL

OTHER RELEVANT INFORMATION THAT WILL ASSIST COUNCIL IN APPRAISING THE APPLICATION



Gold Coast City Council

CONDITIONS OF HIRE

BOOKINGS PROCEDURE

This bookings procedure & schedule of usage conditions is applicable to all organisations approved to stage events / activities within the GOLD COAST INTERNATIONAL ATHLETICS CENTRE, University Drive, SOUTHPORT.

Persons or organisations wishing to use the facility are required to submit a full written submission addressing each of the following to accompany any application to use the facility.

- INSURANCE / INDEMNITY
- LIABILITY / DAMAGE
- CLEANING
- SECURITY
- TOILET FACILITIES

A Hirer proposing to stage an event must nominate an EVENT LIAISON OFFICER to maintain close contact with the Centre Manager and officers of Council's Venues Gold Coast Business Unit.

An on-site meeting to discuss event logistics between the Event Liaison Officer, the Centre Manager and Council Officers a minimum of ten (10) days prior to any proposed MAJOR event is a mandatory condition of any approval.

Organisations requesting Council's support (financial or other) should include a submission detailing the proposed event and addressing those aspects necessary for Council to make an informed decision.

INSURANCE / INDEMNITY

PUBLIC LIABILITY INSURANCE is entirely at the risk of the Hirer and proof that a policy to the value of \$5 Million is in place covering the event must be supplied prior to any event staged within the Centre.

If the Council, without fault of its own, is made a party to any litigation commenced by or against the Hirer arising directly out of the Hirer's occupancy of the facility, the Hirer shall pay to the Council upon demand all legal fees & disbursements (assessed on a solicitor and own client basis) incurred by the Council in connection therewith.

The Hirer shall indemnify and hold indemnified the Council from and against all actions, claims, demands, losses, damages, costs and expenses which the Council may sustain or incur, or for which the Council may become liable, in respect of or arising from :-

- death of or injury to, or loss or damage suffered by any person of any class or description whatsoever in or about the Facility and arising from any act, omission, neglect or default of the Hirer, its servants or agents ;
- loss, damage or injury from any cause what so ever, to the property of any person within or without the Facility occasioned or contributed to by ;
- the act, omission, neglect or default of the Hirer or any servant, agent or other person claiming under or through the Hirer ; or person claiming under or through the Hirer ; or
- the failure of the Hirer to observe or perform any of the covenants, conditions or provisions, on the part of or binding the Hirer hereunder, whether positive or negative, expressed or implied.

- the neglect, use, misuse, waste or abuse, by the Hirer, or any servant, agent or other person claiming under or through the Hirer, of any equipment or services upon or to the Facility ; and
- the improper or faulty installation or construction of facilities, fixtures or equipment installed in or upon the Facility.

LIABILITY / DAMAGE

The Hirer acknowledges that it has inspected the Facility and has made its own determination as to the suitability of the facility provided.

The repair of any DAMAGE whatsoever caused to any of the facilities and / or equipment used in the staging or running of an event either wilfully or by accident by the Hirer, the Hirer's agents or guests shall be the responsibility of the Hirer.

The use of glass containers of any type is strictly prohibited throughout the facility.

HIRER'S EQUIPMENT

All property brought or placed upon the Facility by the Hirer, or any person under or through it, shall be and remain at all times at the sole risk of the Hirer or that person.

Council shall not be responsible for any loss or damage to any such property, whether occurring by accident, wilful act or omission, failure of electricity or other plant or equipment the property of or supplied by Council.

Equipment owned by Hirers or other persons associated with either the event or the Hirer shall be removed from the site immediately upon the conclusion of the event. Tents or Shade Structures must be erected with weights and not stakes.

CLEANING

The Centre including the tracks, surrounds and car parks are to be left in a clean and tidy condition with all refuse placed in bins ready for pick-up by a recognised cleaning contractor.

Hirers wishing to use the facility should be aware that the appointment of a professional refuse removal company for the supply of suitable bins / removal services is the responsibility of the Hirer.

CAR PARKING

There is parking for approximately 100 cars only within the track complex. There is no bus parking available on site. A bus set down area only is available in University Drive.

TOILET / CHANGE FACILITIES

Should extra facilities be required due to the size of the event staged The Hirer shall be responsible for the supply and removal of the portable toilets required for the staging of an event.

STATUTORY REQUIREMENTS

The Hirer shall comply with and observe, at all times, the requirements of all statutes and of all orders and regulations of any relevant authorities relating to the Hirer's use of the Facility and all requirements and other lawfully given or made by any public body or authority relating to use or occupation, within the time limited by such notice or order, and shall not do or omit to do any act or thing whereby the Council may become liable to pay any penalty or bear any expenses as a result of any such act or omission.

LICENSING

Use of the Facility is subject to the conditions contained within the HEALTH ACT and Council LOCAL LAWS and a TEMPORARY AMUSEMENT LICENCE may be required depending on the activities planned.

EVENT CANCELLATION

It shall be at within the authority of the Council (Chief Executive Officer or delegate) to cancel any use of the Centre, either tentative or confirmed for reason of :-

- non-compliance with any of the conditions of hire contained herein ;
- weather conditions ; and / or
- any other reason deemed to be of significant importance to the best interests of the Gold Coast City Council.

Should this be considered necessary the Hirer will have no claim at law or in equity for loss or damage on Council in consequence thereof.

NO FOOD OR DRINK (except water) TO BE TAKEN INTO COMPETITION AREA