



# St Michael's Catholic Church Dorrington

250 Banks Street Ashgrove QLD 4060 : Phone 07 3356 4110

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Contact Leisa Roche 0404 465 942

## PARISH HALL HIRE BOOKING FORM

Date of function:	
Time of function:	
Purpose of function:	
Name of organization:	

Booking requested by:	
Name of person:	
Contact mobile:	
Email address:	

Function contact lead:	
Name of person:	
Contact mobile:	
Email address:	

### Parish Hall Hire Agreement

1. This Agreement is made between St Michael's Catholic Parish Dorrington and \_\_\_\_\_ (Hirer).
2. The Parish agrees to allow the Hirer use of the Parish Hall from \_\_\_\_\_ (date and time) to \_\_\_\_\_ (date and time), inclusive.
3. The Hirer agrees to pay the Parish \$200 for one-time use of the Parish Hall.



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4. The Parish is not liable to the Hirer for any loss suffered by the Hirer arising out of the Hirer's use of the Parish Hall. The Hirer releases the Parish from any claim made against the Parish arising out of, in connection with or caused by the Hirers use of the Parish Hall.
5. The Hirer indemnifies the Parish from and against all claims, demands, actions, costs and expenses arising out of, in connection with or caused by the Hirer's use of the Parish Hall.
6. The Hirer agrees to effect public liability insurance for an amount of not less than \$10 million per occurrence and to provide a Certificate of Currency to the Parish prior to commencement of the hire period. The Hirer agrees to keep the policy in force for the duration of the hire period.
7. The Hirer agrees to reimburse the Parish for the full cost of repairing any damage caused to the Parish Hall or facilities during the hire period, cleaning fees of \$100 (refundable) if premises are not cleaned after the function.
8. The Hirer agrees to notify the Parish of all injuries or damage arising out of the Hirer's use of the Parish Hall within 48 hours of becoming aware of the injury or damage.
9. The Hirer acknowledges receipt of the Conditions for Use by all users of the Parish Hall which are attached to this form and agrees to those conditions.
10. This application must be submitted via email to [ppc.dorrington@gmail.com](mailto:ppc.dorrington@gmail.com) at least 30 days prior to function. All money due must be fully paid at least 14 days prior to the function.

Signed by the Hirer:	
Name of person:	
Contact mobile:	
Email address:	

Signed by the St Michael's representative:	
Name of person:	
Contact mobile:	

Money received:	
Date	