



## RICHMOND SHIRE COUNCIL BOND CHARGE FORM

\*PLEASE NOTE IN ALL INSTANCES THE BOND CHARGE IS TO BE PAID UPFRONT TO SECURE A BOOKING\*

### APPLICANT DETAILS

<b>Full Name</b>	
<b>Company/ Committee</b>	
<b>Postal Address</b>	
<b>Contact Details</b>	
<b>Email</b>	

### DETAILS OF HIRE

Facility Hire			Specify
	\$260.00	<input type="checkbox"/>	
<b>Equipment Hire</b>	\$260.00	<input type="checkbox"/>	
<b>Other</b>	\$260.00	<input type="checkbox"/>	
<b>Barking Collar, Dog/Cat Traps</b>	\$50.00	<input type="checkbox"/>	

### BOND RETURN OPTIONS

Richmond Shire Council accept bond payment of credit card details, cash or cheque to hold in our safe until after your event.

### DECLARATION

I agree to Richmond Shire Council holding my bond until after the event has been held, and to forfeit all/part of the bond if the Council facilities/equipment are damaged/need cleaning at the conclusion of the event: -

1. That the information provided above is correct in every detail; and
2. That I have read the document titled Council Facilities – Terms and Conditions of Hire and accept all of the conditions associated with the hire of the facility as noted in this document.

Applicant's Signature: .....

Date: .....

### OFFICE USE ONLY APPROVAL

<input type="checkbox"/> Hire & Bond Application completed	<input type="checkbox"/> APPROVED
<input type="checkbox"/> Council Facility – Terms and Conditions of Hire	<input type="checkbox"/> DECLINED – Please state reasons

CEO/Manager Signature: .....

Date: .....