

Stonnington Community Financial Services Ltd.

trading as

Windsor **Community Bank**[®] Branch
& Prahran Market branch



MARQUEE HIRE AGREEMENT

Stonnington Community Financial Services Ltd, provides the hire of the company Marquee at no cost providing the following conditions are met and the hirer agrees to those conditions by signing and completing this form.

CONDITIONS OF USE:

- The hirer must be a community group, organisation, club or not-for-profit.
- One person must be named as being responsible for the hire of the marquee and takes responsibility during the hire period.
- The hirer is responsible for the care, pick-up and return of the Marquee
- If any fault is noticed at the time of erecting the Marquee, it must be reported immediately
- The Hirer must pay for the repair of any damage to the Marquee and any charges that relate to the repair of said Marquee.
- The hirer must indemnify Stonnington Community Financial Services Ltd against any claims in respect of any injury to persons or damage to property that arises from the use of the Marquee, whether from negligence of the Hirer or Owner or otherwise.
- The Hirer shall accept all responsibility for any accident either to persons or property caused by using the marquee
- The Hirer must provide a valid credit card as security for the Marquee.
- The Hirer must abide by the hire dates and insure that the Marquee is returned by the date specified. Failure to do so may incur charges if a late return affects another hirer to utilise the Marquee.
- The Hirer must insure that all Community Bank signage is suitably displayed whilst the Marquee is erected.
- The Marquee must not be used to serve alcohol from or any activity that would be regarded in bad taste.
- Upon return the Marquee will be inspected for damage and any security not released until such a check has been completed.

PLEASE PROVIDE THE FOLLOWING DETAILS:

Name of Organisation:

Address of Organisation:

Name of Person to be responsible for Marquee:

Contact Mobile number for the above person::

Email Contact:

Dates Required for Hire: -----

Date of Pick Up: -----

Date of Return: -----

Credit Card Number: -----

Exp Date: -----

Name on Card: -----

Description of Event: -----

Address where Marquee will be erected:

I,, the Hirer, hereby accept all the conditions as described in this agreement;

Signed: -----

Date: -----

This agreement is hereby approved on behalf of Stonnington Community Financial Services Ltd,

Signed: -----

Date: -----