



SCOTTSDALE HIGH SCHOOL APPLICATION TO HIRE THE PERFORMING ARTS CENTRE

I/We agree to hire the building known as the Performing Arts Centre located at the premises known as Scottsdale High School.

Date(s) Required:

Times Required: From:(AM/PM).To:.....(AM/PM)

<u>Hire Fees – discounts apply for Dorset community groups.</u>		<input checked="" type="checkbox"/>
Standard Hire (room only with basic lights) - per hour	\$35.00 *	<input type="checkbox"/>
Per half day	\$122.50 *	<input type="checkbox"/>
Per full day	\$220.00 *	<input type="checkbox"/>
Sound Equipment (per booking)	\$55.00	<input type="checkbox"/>
Kitchen Hire (per booking)	\$33.00	<input type="checkbox"/>
Data Projector Hire (per booking)	\$55.00	<input type="checkbox"/>
Security (arming and disarming of system, lock-up)	\$70.00	<input type="checkbox"/>
Bond (see below)	\$100.00	<input type="checkbox"/>
After school hour bookings will be subject to the following bonds:		
<ul style="list-style-type: none"> • \$100.00 upon hire • When alcohol is served onsite, a liquor licence is required • If food is to be served, it will be necessary to obtain a food licence • If any damage occurs, all costs to be met by the hirer • Scottsdale High School staff call back after hours, minimum charge \$160.00 		
TOTAL FEES		\$.....
<i>(All hire fees are GST inclusive)</i>		

Hire fees for Dorset community groups:

*A discount of 50% applies if you are a registered charity or community group within the Dorset municipality. Please contact the school for bookings or for more information on 63 526 333.

As the hirer, I/WE agree to the following:

- Pay any costs associated with security callouts resulting from triggering alarm or failure to arm security system upon exit.
- Pay the minimum charge of \$160.00 if Scottsdale High School staff are required to go on site after 4:30 pm Mon-Fri and at any time on the weekend/public holidays.

Other requirements e.g. chairs (please state) It is the responsibility of the hirer to set up and pack up all furniture used. There is no guarantee that requests can be fulfilled if they are not stated on this form at the time of booking.

The hirer must have public liability insurance – a copy must be attached to the booking form

Name of Hirer: (e.g. club, organisation)

Address of Hirer:

Name of Representative Making Booking:

Registered charity or community group in the Dorset municipality YES / NO

Telephone Mobile:

Email.....

Official Capacity

Signature: Date:

Booking Officer:

This application to be forwarded to Scottsdale High School for approval. Notification will be sent if your application is not successful.

Bond is payable on confirmation of booking. Hire fees will be invoiced one week after hire period.