



OFFICIAL APPLICATION FORM – HIRE OF FACILITIES

Name of Organisation/Group _____

ABN: _____

Group Leader: _____ Position: _____

Address: _____
 _____ Postcode: _____

Phone: _____ Mobile: _____

Email: _____

Arrival Date: _____ Departure Date: _____

Arrival Time (after 2pm): _____ Departure Time (before 10am): _____

Facility Required – please tick the box below. A deposit is required to confirm the booking.

Fainter Lodge (main dormitory) 60 people max. Deposit \$500
 Nelse Lodge 14 people max. Deposit \$175

Daily Accommodation Charges

Non Education Groups	Low Season Rate	High Season Rate	Min Low Season Rate	Min High Season Rate
Fainter Lodge	\$33 per person	\$44 per person	\$1485 up to 5 people	\$1980 up to 45 people
Nelse Lodge	\$33 per person	\$44 per person	\$231 up to 7 people	\$308 up to 7 people
Education Groups	Low Season Rate	High Season Rate	Min Low Season Rate	Min High Season Rate
Fainter Lodge	\$22 per person	\$33 per person	\$900 up to 45 people	\$1485 up to 45 people
Nelse Lodge	\$22 per person	\$33 per person	\$154 up to 7 people	\$231 up to 7 people

Note – high season is considered from the Queens Birthday Holiday Weekend to the end of Semester 2 break. Pre-schoolers are free of charge.

No. of People	Total Cost	\$	Deposit	\$	Balance	\$

EARLY ARRIVAL & LATE DEPARTURE FEE:	An additional fee of \$50 shall apply for accommodation for arrival prior to 3.00 pm or departure after 10.00am .
PAYMENTS:	Payments can be direct deposited into our bank account BSB: 063 722 Acct No:10019647.
CANCELLATIONS:	The deposit is not refundable if less than 14 days notice of cancellation is given. In the event of a cancellation by Outdoor School - Bogong, the hirer shall be entitled to a full refund.
LIABILITY:	Outdoor School - Bogong, the State of Victoria and its agents and employees do not accept liability for loss of property or damage or personal injury arising from the use of the facilities however caused.
PUBLIC LIABILITY INSURANCE:	Incorporated Bodies or Associations must carry Public Liability Insurance cover for the duration of the booking. Evidence of the cover will be necessary with the deposit and /or prior to occupation as required by clause 6.1 of the License Agreement.
AGREEMENT:	I/We have read and accept the conditions of hire as detailed in the attached License Agreement and documents attached to it, and also agree to provide all members of the group with the safety briefing. I/we agree to exercise care in the use of Outdoor School - Bogong and its facilities and will pay for any damage incurred during my/our stay, as required by the License Agreement.
BEDDING:	We have introduced a new bedding/linen system. We ask that you bring your own sleeping bag or alternative bedding/linen (doona/sheets etc) and pillow.

All information collected on this application form is protected by Outdoor School’s information privacy policy which can be viewed on the school’s website.

Please return this form with the deposit and evidence of Public Liability cover if required.

Signature of Group Leader : _____ Date: _____

Outdoor School – Bogong

1 Black Possum Road | BOGONG VIC 3699

p: 03 5754 1732 | f: 03 5754 1735

e: outdoor.sch@edumail.vic.gov.au | w: www.boec.vic.edu.au

“educating for sustainable living”