

# OUTDOOR SCHOOL – 15 MILE CREEK

692 Benalla Whitfield Road  
Greta South 3675  
Ph: 03 5766 6247  
Fx: 03 5766 6432



## OFFICIAL APPLICATION FORM – HIRE OF FACILITIES

Name of Organisation/Group: \_\_\_\_\_

Group Leader: \_\_\_\_\_

Position: \_\_\_\_\_

Address of Leader: \_\_\_\_\_

Postcode: \_\_\_\_\_

Phone AH: \_\_\_\_\_ Fax: \_\_\_\_\_

Phone BH: \_\_\_\_\_ ABN: \_\_\_\_\_

Email: \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Arrival Time (after 2pm): \_\_\_\_\_

Departure Date: \_\_\_\_\_ Departure Time (before 2pm): \_\_\_\_\_

### Facility Required (please tick):

Student Dormitories (46 people max)	<input type="checkbox"/>	Deposit - \$100	<input type="checkbox"/>
Flat (8 people max)	<input type="checkbox"/>	Deposit - \$100	<input type="checkbox"/>
Recreation Shed	<input type="checkbox"/>	Deposit - \$100	<input type="checkbox"/>

Number of People =	
Total Cost:	\$
Less Deposit:	\$
Balance Owing:	\$

### Accommodation Charges (per night, under 6 free of charge)

Non Education Groups	Adults	Children (6-18 y.o)	Minimum per night
Student Dormitory	\$33.00 per person	\$22.00 per child	\$495 (up to 15 people)
Flat	\$33.00 per person	\$22.00 per child	\$165 (up to 5 people)

**Facilities Charge (ie. Recreation Shed) POA**

### 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, the hirer shall be entitled to a full refund of all monies paid.

### LIABILITY:

Outdoor School, 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 Licence Agreement.**

### AGREEMENT:

I/We have read and accept the conditions of hire as detailed in the attached Licence 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 and its facilities and will pay for any damage incurred during my/our stay, as required by the Licence Agreement. 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: \_\_\_\_\_

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