



Old Dunsborough Hall

Booking Form



Reviewed June 2017

The Hall is managed by the
Dunsborough Progress Association

Contact Details for all enquiries and bookings are:

Jacque Happ
hall@dunsboroughprogress.com.au
0412 221 117

Dunsborough Community Hall Booking Form

Hirer details

Contact Person		Key Number
Position		
Postal Address		
Phone number(s)		
Email		

Booking Time/s

Indicate dates and times

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Dates							
Times							

Terms and conditions

We/I agree:

1. That we/I the applicant and authorised signatory have read the terms and conditions of hire and agree to them. If the applicant is not an incorporated body, the authorised signatory will be solely responsible for paying the fees and charges and will be bound by these terms and conditions.
2. To pay the Dunsborough & District Progress Association (DPA) the fees and charges incurred, all bonds shall be retained by the DPA and returnable only if the hall is left clean and tidy to the satisfaction of the DPA. Default in any respect will mean forfeiture of all or part of the deposit, with the amount of any forfeiture to be at the discretion of the DPA. To pay additional cleaning fee of \$50 if the hall post event is not left to the satisfaction of the Hall Manager.

Booking and hire fee conditions

- Hall Hire fees to be paid prior to hall use
- Hall Hire \$22 hour or half hour of
- Booking Form will indicate the amount to be paid
- Return Booking Form to **PO BOX 63 Dunsborough WA 6281** or email: hall@dunsboroughprogress.com.au

Hall fees and payment methods

Please indicate how you wish to pay these hall hire fees

1. Online transfer to Bendigo Bank Account Dunsborough & District Progress Association
633-000 **ACCT No** 144 434 396
2. Cheque/Cash deposit into above account at any Bendigo Bank branch
3. Cheque to DPA c/o PO BOX 63 Dunsborough WA 6281

Items	Hall Fees	Payment Method and Reference Details Eg: Online Reference , Cheque number
Cost @ \$22		
Bond: \$200 \$500 if alcohol is provided either sold or free of charge		Bank Account details for return of Bond monies.
SUB TOTAL AMOUNT DUE		Account name:
TOTAL		BSB: Acc No

We the applicant and the authorised signatory have reads the terms and conditions of hire and agree to jointly and severally bound by the them

Applicants authorised signatory:	
Print name	
Signature	
Date	
Position if community group/organisation	