

cross country and walkathon application form

To ensure prompt processing of your application, please ensure the following is attached:

- The non-refundable application fee of \$95 with your completed application form.
- A copy of Public Liability Insurance for \$20,000,000.

Please read the following regulation before completing this application form:

- Running and walking events will not be permitted in areas or at times where potential exists for significant degradation of aesthetic, heritage or environmental issues.
- Tents / awnings and marquees are not permitted without prior approval from the Trust.
- Marshals are required at any road crossing.
- PA systems and amplifiers are not permitted.
- Starting guns are not permitted.
- The parking or driving of vehicles on sports fields or other grassy areas is not permitted.

Contact details			
booked by:			
position:			
organisation: (if applicable)		ABN:	
address: (correspondence)	suburb/town/city	state	postcode
address: (street)	suburb/town/city	state	postcode
telephone:		mobile:	
fax:		email:	

Event details (The course which competitors follow must be either: one of the set courses outlined on the map or approved by the Trust; or marked out by witches hats only).

event type:	<input type="checkbox"/> Fun Run	<input type="checkbox"/> Walkathon
	<input type="checkbox"/> Sports Day	<input type="checkbox"/> Other (please specify
number of participants:		number of officials:

Event details			
event day & date	start time (allow set-up time)	finish time (allow pack-up time)	area to be booked (go to http://www.centennialparklands.com.au/cp/map to download Cross Country map and specify intended course, field or area to be hired)

Additional details	
where is your assembly point: (indicate on map)
first aid officer's name:	qualifications:
will you be accessing the Park by bus:	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please note that there are 3 designated drop off and pick up points for buses in Centennial Park: 1. Loch Avenue south near Grand Drive 2. Parkes Drive North on the western side at Paddington Gate 3. Parkes Drive South past Depot Road, These points are marked on the map.
litter management:	All rubbish must be placed in the bins provided or taken away at the end of the activity. If you require extra bins, please state how many: Please note there is an additional fee for extra bins.

Please refer to terms and conditions attached before signing.

I hereby certify that I have read and understand the conditions of use relating to the use of Centennial Parklands' facilities and that the foregoing information is correct to the best of my knowledge. I also undertake to advise Centennial Parklands management should there be any alterations or additions to the information supplied.

signature of applicant:		on behalf of: (name of organisation)	
print name of applicant:		date:	/ /

NOTE:

1. Your application will not constitute a booking until you have received confirmation in writing from the Trust and your full payment is received.
2. Once this application has been confirmed, it is the responsibility of the signatory of this application to ensure full payment is forwarded to the Trust by the payment date stated on the invoice.

Post your application, insurance and cheque or credit card details to:

Centennial Parklands
 Locked Bag 15
 PADDINGTON NSW 2021

Hand your application, insurance and cash, cheque or credit card details to:

Centennial Parklands Administration
 CENTENNIAL PARK
 Behind the Café

Email your application, insurance and credit card details to:

sport@centennialparklands.com.au

Fax your application, insurance and credit card details to:

(02) 9380 5541

cross country and walkathon

conditions of use

(effective 1/4/2001)

These conditions of use must be agreed to by the hirer at the time a facility is booked. It is the hirers responsibility to ensure that all members of their organisation are familiar with the conditions.

1. APPLICATION

- a) Applications for the use of a facility will only be considered on receipt of a completed application form accompanied by the non-refundable application fee and a copy of the hirer's current public liability insurance certificate.
- b) Any additional bookings or alterations to bookings must be submitted on a separate application form and accompanied by the application fee.
- c) Previous use of a field is no guarantee that applications for subsequent years will be successful although every attempt will be made to accommodate recurrent bookings.
- d) Confirmation of booking should be carried during use of facilities in case of disputes.

2. HIRE PAYMENTS

- a) Hirers must pay ground fees in full 14 days prior to commencement of booking.
- b) Primary Schools may book the facilities during school hours term time (9am - 3.00pm) free of charge. Application fee only applies.
- c) Fees are reviewed annually and revised fees take effect for bookings received after 1 July each year.

3. CANCELLATION

- a) **The Trust reserves the right to cancel a booking if:**
 - i) In the opinion of the Director (or his/her nominated representative) the ground is unsafe for use.
 - ii) In the event of urgent remedial work.
 - iii) Where a facility is not being used for the nominated purpose.
 - iv) Where fees are outstanding.
 - v) Where written notification of cancellation by the Trust is received at least 14 days prior to the date on which the facility is booked.
- b) **The hirer reserves the right to cancel a booking if:**
 - i) In the opinion of the hirer the ground is unsafe for use. (If there is any doubt as to whether the ground is playable, a Ranger on duty must be called on 0412 718 611)
 - ii) Where written notification of cancellation by the hirer is received by the Trust no later than 14 days prior to the date on which the facility is booked.
- c) A cancellation fee of 50% of the total ground hire rate will apply to cancelled bookings which have been confirmed by the Trust.

4. REFUND/CREDIT

- a) No refund will be made for non use of booked areas, unless the booking is cancelled in writing at least 14 days prior to the date the facility is booked.
- b) Credit will be given if wet weather prevents play or in the event that urgent remedial work may be required. (Events may either be rescheduled to another available date or credit accumulated and a refund given).
- c) Requests for Refund/Credit due to **wet weather** must be made in writing to the Trust **within 48 hours of cancellation of booking**.

5. DAMAGE

Any damage to the facilities being used must be detailed in writing and reported immediately to the Recreation Services Officer. The cost of restoring the grounds and buildings will be charged to the hirer.

6. CLEANING OF FACILITIES

It is the responsibility of the hirer to ensure that the field and associated facilities are maintained in a clean and tidy state at all times. The cost of any excessive cleaning and ground restoration by the Trust will be charged to the hirer. If a facility or ground is found to be in disorder at the commencement it should be reported to a security ranger - 0412 718 611

7. INSURANCE

- a) The hirer of the premises will not do or permit to be done or leave undone, anything which will affect the Trust's insurance policy or policies to fire or public risk in connection with the field or facilities and the hirer hereby agrees to indemnify the Trust and its officers to the extent that such policies are affected through any such act.
- b) The hirer will take out and keep in for the period of use the following Insurance policies with a company approved by the Trust:
 - i) Public Liability insurance with a limit of liability of no less than \$5,000,000. This policy is to be in the joint names of the hirer and the Centennial Park and Moore Park Trust.
 - ii) Workers Compensation insurance in respect of any employee of the hirer who is employed in connection with the use of the premises under the terms of this agreement.

- c) Where more than one party comprises the Insured each of the parties shall be considered as a separate and distinct unit and the word Insured shall be considered as applying to each party in the same manner as if a separate policy had been issued to each of the said parties provided that nothing in this clause shall result in an increase of the insurers Limit of Liability in respect of any Occurrence or Period of Insurance.

The hirer shall provide a copy of public liability insurance to the Trust (which should note the Trust's interest) with the application form.

8. ACCIDENT INDEMNITY

The hirer shall be responsible for any accident, loss, damage or injury sustained by any person using the field or the facilities during the time these facilities are allocated to the user, notwithstanding that such injury arose from or by reason of any defect with the facilities and the hirer agrees to indemnify the Trust against all claims and demands made or costs or expense incurred in connection with such actions. The hirer is required to provide the Recreation Services Officer with written details of any accident loss, damage or injury sustained by any person within 3 days of the date of the accident occurring.

9. THEFT

The Trust will not be liable for any loss or damage sustained by the hirer or any persons, firm or corporation entrusted to or supplying any article or thing to the hirer by reason of any such article or thing being lost, damaged or stolen and the hirer agrees to indemnify the Trust against any claim by any such person, firm or corporation in respect to such article or thing.

10. BREACH OF CONDITIONS OF USE

Any breach of any one or more of these, conditions and/or Park Regulations may, at the discretion of the Trust, result in the use of the sporting fields and its associated facilities, or both, being withdrawn.

11. SUB-LETTING

The field and/or premises must not be subject, transferred or re-assigned to any other organisation or individual.

12. DISPUTES

In the event of any dispute or difference arising as to the interpretation of these conditions, or of any matter contained in them, the decision of the Manager, Marketing & Community Relations will be final and conclusive.

13. SAFETY

The Trust will not supply any safety equipment necessary for using the facilities. Safety equipment must be provided by hirer.

14. GENERAL PARK RULES

Trust Regulations prohibit the following:

- a) Parking or driving vehicles on sports fields or other grassy areas, footpaths, cycle tracks or horse tracks.
- b) Commercial activities including the collection of money, sale of food, drinks, services and merchandise.
- c) Display or distribution of advertising material.
- d) Signs or banners without written approval of the Director.
- e) Filming or photography for commercial purpose except with the written permission of the Trust or Director.
- f) Erection of structures such as tents, screens and awnings without prior approval.
- g) Public address systems and amplified music.
- h) Leaving rubbish, litter and other waste material in places other than in the Park's rubbish bins/recycling stations.
- i) Use of insulting, threatening or indecent language.
- j) Offensive or indecent behaviour.
- k) Non-compliance with directions given by the Trust, Director, Police or any other authorised person.
- l) Damage to grass, trees, and other vegetation or wildlife.
- m) Damage to buildings, structures and equipment.

The hours of opening for Centennial Park are Sunrise to Sunset. All vehicles must vacate the park prior to sunset or be subject to a gate-opening fee.

FURTHER INFORMATION

For further information relating to these conditions or applications for hire of facilities please contact the Recreational Liaison Officer on 9339 6699 or 9339 6620.