



North Fremantle Bowling Club  
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## APPLICATION TO HIRE FACILITIES

Hirer: \_\_\_\_\_ of: \_\_\_\_\_

Contact at the time of the event: \_\_\_\_\_

How did you hear about the North Fremantle Bowling Club? \_\_\_\_\_

Type of Function: \_\_\_\_\_ Number attending: \_\_\_\_\_

Expected bar usage will be Low  Moderate  High  (for staffing purposes)

Telephone: Home ( ) \_\_\_\_\_ Work: ( ) \_\_\_\_\_ Mobile: ( ) \_\_\_\_\_

Email \_\_\_\_\_

Date Required: \_\_\_\_\_ Time of Hire – Start: \_\_\_\_\_ Finish: \_\_\_\_\_

**Note: Booking is not confirmed until payment of the deposit has been received**

**I/We have read, understood and agree to abide by the conditions of Hire. I/We agree to indemnify the North Fremantle Bowling Club against all actions, claims, demands and costs arising out of or in connection with the hire of this facility.**

Signature of Hirer: \_\_\_\_\_ Date: \_\_\_\_\_

### Schedule of fees & charges

Facility or Item	Details	Hire Fee	Required (Y/N)
<b>Hall &amp; Kitchen</b>	Includes: Bar & Staff Sound system, stage lighting and use of Bowling Green Includes use of oven /fridge / washing up facilities	Non-Members \$200 Members \$150 BBQ +\$50	
<b>Hall use Hourly Rate</b>	Use of Club, Bar, BBQ, Kitchen	Members \$25ph Non-Members \$35ph	
<b>Ladies Lounge</b>	Use of first room and furniture	\$50	
<b>Bond</b>	Refunded on satisfactory assessment of the facility. Includes \$50 non-refundable cleaning fee	\$250	
<b>Bowling Green</b>	A general bowling fee for larger groups (20+) is included in hall Hire Fees. Children under 15 are free but must be supervised at all times. Any damage to the green will be reimbursable.	Members \$5 Non-Members \$8	
<b>Use of Lights (on Green)</b>	Required for use of the Bowling Green at night Negotiable at time of enquiry	\$50	

# Conditions of Hire

## North Fremantle Bowling Club Facilities

Please read these conditions carefully – before completing the Application Form.

### GENERAL CONDITIONS

- The hirer is not permitted to extend the hire time without prior consent. Hirers, including caterers, bar staff, guests and any equipment associated with the booking must vacate the facilities within thirty (30) minutes of the hire time. Failure to comply with this will result in a penalty charge.
- Hire times shall incorporate any time required for pre-functional deliveries and/or set up arrangements and must be indicated on the application form.
- NFBC reserves the right to cancel and/or withhold the hiring of the facilities should special circumstances warrant such action; should a confirmed booking be cancelled all monies paid will be refunded in such instances. A minimum period of 3 weeks notice shall be provided.
- Only areas hired are to be entered. Access to other areas is prohibited.

### Payment

- The hire fee is payable at least seven (7) days prior to the hire date.
- A bond of \$250 must be paid at the time of application. Any cancellations must be made in writing.
- GST, unless legislation provides otherwise, and will be detailed on a Tax Invoice.

### Damage

- Any person found to be damaging equipment or the building will be requested to vacate the premises for the safety of the guests and protection of the facilities.
- All breakages, i.e. glass etc must be cleaned up immediately.
- The use of masking tape, blue tac, nails, hooks, staples or any other fixing device is prohibited on any internal or external surface, including the walls or doors.
- The hirer is liable for all damages, including damage to greens from cigarette butts and spilt alcohol.
- Any faults or damage to the building or equipment must be reported.

### At the Event

- Smoking is permitted in designated areas only.
- Drinking of alcohol is permitted only within the licensed area (see plan).
- No BYO drinks of any kind.
- Drinking and smoking on the greens and courts is **absolutely forbidden**.
- NFBC staff have the authority to act on NFBC's behalf during a function and shall be allowed entrance at any time. NFCC staff will refuse to serve alcohol to an intoxicated person.
- The premises must be left clean after function. Suitable time should be allocated for cleaning up. Note: The thirty-minute period permitted for set-up/clean-up purposes is not to be used as an extension of the hire time. Insufficient cleaning of the premises will result in forfeiting of the bond.
- The hirer must return the premises to the order (e.g. tables and chairs) in which they found them, and the bowls to their proper boxes.
- The hirer must ensure good behaviour on the part of user and be responsible for providing security if required.
- Dress code: the NFBC has a policy of 'neat casual dress' at all times.
- Footwear: we do not provide bowls footwear; however, bowlers can wear socks or play bare footed. No footwear other than soft flat sole shoes (no heels) is acceptable.
- Lights to the Bowling Green to be turned off at 10pm unless otherwise arranged.

### Protection of People and Property

- Insofar as compliance with the requirements of the hire conditions permits, the hirer shall:
  - provide all things and take all measures necessary to protect people and property.
  - prevent nuisance and unreasonable noise and disturbance.
  - be responsible for the safety and welfare of club staff and the public as covered by the Occupational Safety & Health Act of 1984 and Regulations 1996.

### Insurance and Indemnification – is the responsibility of the hirer.

- The hirer shall indemnify NFBC against:
  - Loss of or damage to property of the NFBC, including existing property.
  - Claims by any person against the NFBC in respect of personal injury or death or loss of or damage to any property arising out of or as a consequence of the actions of the hirer.

**Public Health**

- The maximum number of people allowed in the club rooms is 120