

## Cockburn Community Equipment List

### Application for Equipment Use

**For bookings contact:**

FRIENDS OF THE COMMUNITY

Contact: Norm Dale

Phone: 0428 342 051 Email: foc@cockburncommunity.asn.au

**Name of Group:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

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

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

**Address:** \_\_\_\_\_

**Driver's Licence:** \_\_\_\_\_

**Are you an incorporated group?**      **Yes**              **No**      *(Please circle)*

**Activity the equipment is required for:** \_\_\_\_\_

Quantity	Item	No. Required	Dates Required
2	BBQs		
2	Umbrellas		
6	Safety Vests (orange)		
1	Leaf Blower (petrol)		
3	Garden Rakes		
1	Tub for cool drinks		
6	Fold Up Chairs		
2	Square Tables		
2	Oval Tables		
9	Witches Hats		
4	60L Rubbish bins		
1	120L Bin		
1	Bunting		
1	Bundle of Plastic Barrier		
1	Broom		
6	Plastic Bollards		

***/We hereby acknowledge that having read the Conditions of the Hire agree to ensure compliance with the conditions therein.***

**Name:** \_\_\_\_\_

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

**Date:** \_\_\_\_\_

# **CONDITIONS OF USE – Cockburn Community Development Group Equipment**

## **1. Applications / Bookings**

- 1.1. Applicants must be Cockburn based, non-profit, incorporated community groups.
- 1.2. Equipment can only be used for community events or the like.
- 1.3. Friends of the Community has the right to refuse an application.
- 1.4. Bookings must be made 1 week in advance.
- 1.5. Cancellations must be made within two days of dates required.
- 1.6. The Friends of the Community reserves the right to cancel any booking due to unforeseen circumstance.

## **2. Deposit**

- 2.1. A deposit of \$50 for equipment use will be applicable on all bookings.
- 2.2. The deposit is held against the following:
  - 2.2.1. Damage to the equipment
  - 2.2.2. Cleaning costs where the equipment is returned dirty – this applies to the BBQs, Vests, bins, tables & chairs.
  - 2.2.3. Failure to return the equipment within the agreed dates.
  - 2.2.4. Breach of Conditions of Use.

## **3. Pick up of Equipment**

- 3.1. The trailer is stored at 39 Follington Place, Banjup.
- 3.2. Access to the trailer is to be pre-arranged with Friends of the Community.

## **4. Equipment User Responsibilities**

- 4.1. Equipment users will exercise reasonable care and try to prevent any damage to the equipment.
- 4.2. Equipment users will return all equipment as per the agreed dates required.
- 4.3. Equipment users will return equipment in the condition it was issued, including cleaning of BBQ, Vests, Bins, Tables and Chairs.
- 4.4. Where equipment has been damaged the user must contact Norm Dale, Friends of the Community President on 0428 342 051 as soon as possible.