APPLICATION TO HIRE BBQ TRAILER

Applicant			
First Name:		Surname:	
Postal Address:			
Suburb:		Postcode:	
Email/Phone	Email:		Phone:

Item Details/Function Information				
Type of Function:				
Function Address:				
Date(s) of Function	From:		To:	
Pick-up Date (Mon – Fri)			☐ 9.30am or ☐4.00pm (Please tick)	
Return Date (Mon – Fri)			☐ 9.30am or ☐4.00pm (Please tick)	

A list is attached of fees and charges applicable to the BBQ Trailer available for hire. Fees need to be paid prior to the collection.

☐ I have read, and agree to comply with, the District Council of Karoonda East Murray Conditions of Hire.

Signature:	Date:

OFFICIAL USE ONLY:				
Hire Amount:	$	Receipt Number:	Magiq #	
Bond Amount:	$ 157.00	Bond Received:	☐	
Bond Refunded? (Cross)	☐ YES ☐ NO (Provide reason if nil refund) $52 Cleaning Fee Applied? ☐ YES ☐ NO			
Refund Method:	☐ EFT	Bank:	BSB:	Acct No:
	☐ Credit Card	Card Name:		Expiry Date:
		Card No:		CVC:
	☐Cheque	Cheque Number:		
Booking Calendar Completed: ☐		MAGIQ Receipt Number: #		
Officer:		Date Bond Refunded:		
OTHER NOTES:				

Updated 28/08/2023

CONDITIONS OF HIRE

1. All bookings must be made through the District Council of Karoonda East Murray, by completing this form - Application to hire BBQ Trailer.

   Telephone bookings will be accepted, and a copy of this form will be forwarded to the hirer for completion and return to PO Box 58, Karoonda SA 5307 within seven (7) days of receipt, to confirm the booking.

   Staff: Please ensure that the booking details are transcribed into the Council Calendar located in Microsoft Outlook and complete the template with a scheduled reminder one (1) day prior to commencement of the booking.

2. A bond of $157 is payable by all hirers and must be paid to the District Council of Karoonda East Murray before collection of the BBQ Trailer. The refunded bond will be returned to the hirer as either a cheque via post, bank transfer or EFT once the returned BBQ Trailer have been inspected by an authorised officer of Council and deemed to be in clean and satisfactory condition.
3. The BBQ trailer must be collected and returned to the designated pick up point (Greeny's Shearing Shed at the Karoonda Town Oval) at the prearranged time.
4. Organisations or private users are responsible for any damage or misuse of the facilities.
5. The BBQ trailer must be returned undamaged and in a clean condition.
6. The BBQ trailer must be returned to the designated drop off point (Greeny's Shearing Shed at the Karoonda Town Oval) on the first working day following the event date.

FEES AND CHARGES

1. The hire fee is $73 (GST Inclusive) per day of use. For exemptions see Point 3.
2. A bond of $157 is payable by all hirers and must be paid at the **Council Office** before collection of the BBQ trailer. Upon return of the BBQ trailer to the designated drop off point (Greeny's Shearing Shed at the Karoonda Town Oval), an inspection will be undertaken by an authorised officer of Council to ensure the BBQ trailer is returned in good condition. The bond will be returned to the hirer as either a cheque via post, bank transfer or EFT, if the BBQ trailer is deemed to be in good condition. If the BBQ trailer is deemed to have been returned to Council in an unsatisfactory condition, the bond will not be refunded.
3. Community groups located within the Council district may hire the BBQ trailer at a 50% reduction of the hire charge; however, payment of a bond is still required.
4. A request for an exemption from paying a hire fee may be made in writing to the Chief Executive Officer.
5. A Cleaning Fee of $52 will be applied if the BBQ Trailer is not returned in a clean state.