

## AGREEMENT FOR HIRE OF ST MICHAEL'S MEADOWBANK PARISH HALL

This Agreement is made between: St Michael's Meadowbank Catholic Parish ("Parish")  
and

\_\_\_\_\_ ("Hirer")

Please insert Hirer ABN: ABN:

1. The Parish agrees to allow the Hirer use of the [Parish Hall] on \_\_\_\_\_
2. The Hirer agrees to make a minimum donation to the Parish of \$350 + the cost of cleaning after the event for use of the Parish Hall.
3. A Booking is typically for 4 hours. If additional time or preparation time is needed, then this will need to be arranged.
4. All Bookings will need to be arranged so as to ensure that all regular Parish and School usage is not impacted, including Parish Children's Liturgy at 10am on Sunday morning, Parish Youth Group and Before/After School Care (which occurs Monday to Friday 7am to 6pm). Noise (music, etc) is to be contained while other parish events are being celebrated (eg. Mass in the church).
5. A Bond (depending on risk and size of event) of typically \$200 must be deposited with the booking officer (Parish Secretary) at the Parish Office prior to a function and will be refunded in full following the event, provided that no damage is done to the hall, facilities and any existing fixtures, and the surrounding property is left clean and tidy, ready for immediate use by the next activity.
6. The Parish is not liable to the Hirer for any loss suffered by the Hirer arising out of the Hirer's use of the Parish Hall. The Hirer releases the Parish from any claims, demands, actions, costs and expenses arising out of, in connection with or caused by the Hirer's use of the Parish Hall.
7. The Hirer indemnifies the Parish from and against all claims, demands, actions, costs and expenses arising out of, in connection with or caused by the Hirer's use of the Parish Hall.
8. The Hirer agrees to effect public liability insurance for an amount of not less than \$10 million per occurrence and to provide a Certificate of Currency to the Parish prior to commencement of the hire period. The Hirer agrees to keep the policy in force for the duration of the hire period.
9. The Hirer agrees to reimburse the Parish for the full cost of repairing any damage caused to the Parish Hall or facilities during the hire period.
10. The Hirer agrees to notify the Parish of all injuries or damage arising out of the Hirer's use of the Parish Hall within 7 days of becoming aware of the injury or damage.
11. The Hirer agrees to abide by the conditions set out in the **attached** Conditions for Hire of the Parish Hall.

Signed by the Hirer/ Signed by a duly authorised office of the Hirer: \_\_\_\_\_

Name:

Address:

Dates of Booking:

Times of Booking:

Signed and Approved by the Parish Priest: \_\_\_\_\_

Name: FR EMMANUEL SEO

Address: 45 MAXIM ST, WEST RYDE, NSW, 2114 Dated:

Note: A booking is not confirmed and will not be placed in the Parish Calendar unless this form is completed and signed by the Hirer and then accepted and signed by the Parish Priest.