

GULF HARBOUR MARINE VILLAGE RESIDENTS' ASSOCIATION INCORPORATED

ROTUNDA HIRE AGREEMENT

HIRER

Name:

Address:

Phone:

Email:

HIRE PERIOD

Date

Time

From

to

PERMITTED USE

Member Function

☐

Private Function

☐

Community Event

☐

Other

HIRE FEE

Up to 2 hours

\$75.00 (incl. GST)

2 – 4 hours

\$150.00 (incl. GST)

4 – 24 hours

\$300.00 (incl. GST)

Plus \$50.00 bond (refundable) (Not required for Members)

Total payable:

\$_____

SIGNATURES

By signing this agreement, you agree to abide by the terms and conditions.

Hirer:

Date

Chairperson GHMVRA

Date

OFFICE USE ONLY

Received Hire Fee

\$_____

Date: _____

Received Bond:

\$50

Returned Bond:

\$_____

Date: _____

Initials: _____

The Village Rotunda is available for events and functions. It is located on the Island at the northern end of the main canal and available for members' private events and functions and for hire by the public. It can accommodate up to 100 guests and used in most weather with roll-down clears surrounding. Users need to supply their own accessories for their event, but The Rotunda has power and water onsite. Toilets are available nearby at the Town Centre shops. Parking is provided in the Town Centre adjacent to Four Square. Please do not park on any private property without prior permission.

To reserve a date please email the Facilities Manager gulfharbour@impression.co.nz

TERMS AND CONDITIONS:

1. Payment is due 7 days prior to hire by bank transfer to: Bank Account **GHMVRA Incorporated 12-3216-0141295-04**, Reference: Rotunda [Date] [Hirer Surname].
2. The Hirer agrees that the Maximum number of attendees will not exceed 100 persons (fire-safety limit)
3. The Hirer shall not use the Rotunda for commercial profit or political campaigning without written consent of the GHMVRA Committee.
4. The Hirer and invitees must comply with the Common Facilities Rules of the GHMVRA and any other bylaws (copy available on the GHMVRA website).
5. The Hirer must remove all rubbish and leave the Rotunda broom clean.
6. The Hirer will ensure there will be no open flames or smoking in the Rotunda.
7. The Hirer will not have alcohol in the Rotunda without prior approval from the Committee and is responsible for ensuring they have any liquor licence if required.
8. The hirer will ensure noise Volume ≤ 65 dB after 10 pm.
9. The Hirer will supervise all children and guests.
10. The Hirer will report any pre-existing damage before the Hire Period.
11. The Hirer will indemnify the Association against all claims arising from the hire.
12. The Hirer is responsible for obtaining event insurance if required.

CANCELLATION POLICY:

If the booking is cancelled by the Hirer more than 48 hours prior to the date, then a full refund will be given (less \$20 admin fee). If the booking is cancelled by Association a full refund + \$50 inconvenience fee will be given.

TERMINATION POLICY: The Association may terminate this agreement immediately if the Hirer breaches any of the terms and Conditions. No refund will be given.

BOND FORFEITURE: The bond will be forfeited if any damage occurs, more than 30 minutes of cleaning is required, or any Rules or Bylaws are breached.