



Wellington Water Ski Club Venue Hire Agreement

This agreement sets out the terms and conditions of hire and binds the parties to the agreement by their signed assent.

The parties are:

Club Owner (Hirer)
Agent: Acting on behalf of the Committee

Wellington Water Ski Club, Honiana Te Puni Reserve, Petone
Cameron Parks (Hire Officer)
027-268 4433 or wellingtonwaterskiclub@gmail.com

Person Hiring

Address

Email

Contact numbers

Name of Business/Organisation

Have you got authority to act as an agent on behalf of the hiree/organisation?

Yes / No

Are you a current financial member of the Wellington Water Ski Club?

Yes / No

I (the signed) _____ have read, understand and accept this document as a binding agreement. I personally guarantee the conditions of this hire will be met and that I am liable for any costs associated with the hire, including collection costs.

The Premises

Wellington Water Ski Club, 1 The Esplanade, Petone

Period of Hire

From

_____ (Date/Time)

To

_____ (Date/Time)

Purpose of Hire

ie. 50th, work event, Christmas party

Hire Fees

A venue hire fee of \$500.00 per day and a bond deposit of \$500.00 will be payable in advance of the venue key being made available. Confirmation of your hire will be given once the payment has been received. The fee is payable to: Wellington Water Ski Club account number **ANZ 01-0542-0128068-00**. Please provide your surname, mobile and 'venue hire' as the description.

Bond Refund Details

Please confirm your account details for refunds:

Account Name:

Bank:

Branch Name:

Account Number:

Terms of Agreement

Occupancy. Only the group named on this hire agreement have permission to be in the premises. Allowing unauthorised people on to the premises is considered a breach of the conditions and may affect bond refund.

Maximum People. The maximum number of people permitted at the premises is one hundred.

Smoking. No smoking within the building.

Lawful Use. The premises may not be used for any unlawful activities.

Responsible Host. All local bylaws regarding serving of alcohol must be strictly adhered to, specifically:

- a. No alcohol to be served to minors.
- b. No alcohol to be served to intoxicated people.
- c. Do not allow people to drive home inebriated, arrange alternative transport. Please contact the Liquor Advisory Council if you are unsure of the bylaws.

Fire Regulations. The Fire Service has some specific rules that govern use of these premises.

- a. The maximum number of people inside is 100.
- b. The maximum number of people sleeping over in the Club is 5 people.
- c. Keep the exits clear at all times.

Damage. It is the hiree's responsibility to take all necessary precautions to protect this Club. Making good any damages will be charged to the hiree. To help protect the premises:

Do not drag the couches or tables across the floor.

Do not put pins or nails in the walls.

Remove all fastenings or decorations when cleaning up.

Do not touch permanent WWSC items in the Club.

Please note a key for the Council gate is available, however a fine of \$2,500 will be paid to the Club if this is not returned.

Cleaning. The hall will be presented to you in a reasonable clean and tidy state. We expect it will be returned in the same condition. Unless otherwise arranged the hall must be cleaned and vacated by 9:00am the following day. Failure to do so will result in a \$300 charge to you for the cleaning, which will be subtracted from the bond return.

General Conditions

Do report any damage to the WWSC Venue Hire person.

Do inspect the rooms before your hire commences.

Do take your rubbish with you.

Do not leave food.

If this is not an exclusive hire, do not deny WWSC members use of or access to amenities. The Committee must agree any variation to the conditions of this contract before the hire date.

Refund of Bond. The hiree will be entitled to a refund of bond once these criteria are met in full:

- a. Hire fee is paid in full prior to day of hire.
- b. There is no damage.
- c. There is no cleaning charge.
- d. The keys are returned to the delegated Club Representative.

Default. If the hiree breaks any of the rules of hire the Committee reserves the right to:

- a. Evict the hirer from the premises.
- b. Refuse to refund bond money.

Signed _____

Dated _____