



APPLICATION FOR OVAL HIRE

OVALS AVAILABLE FOR HIRE (Please tick ✓)

☐ Central Oval ☐ Chinnery Park Oval ☐ ETSA Oval ☐ Other

EVENT NAME: _____

APPROX NO PEOPLE: _____

DATES OF HIRE	HIRE TIME (Start – Finish)	LIGHT TIME (Start – Finish)

(Please attach additional page if several dates/times required)

REQUIREMENTS (Please tick ✓)

☐ Use of lights ☐ Power Access/Keys ☐ Toilets
☐ Change rooms ☐ Extra Bins ☐ Catering Hut (ETSA)

*** A site map to be supplied for tents, line marking, stages, stalls etc.**

Organisation: _____
Contact Name: _____
Postal Address: _____

Email Address: _____
Phone Number: _____
Mobile Number: _____
Fax Number: _____

ADDITIONAL NOTES: _____

I acknowledge that I have read and understand the application conditions and agree to abide by the said conditions.

Signature: _____ Date: _____

Name: _____

Please return pg 1 (Application for Oval Hire) with a copy of your current Public Liability Insurance for processing and keep “General Conditions of Oval Hire” section for your information.

GENERAL CONDITIONS OF OVAL HIRE

The issuing of this application is subject to:

- The application holder agreeing to the General Conditions of the application as contained herein.
- The application holder agreeing to all Special Conditions, which the Council may determine.
- The application holder paying the prescribed fee.
- The application holder providing a copy of all appropriate insurances as required by either the General Conditions or Special Conditions of the application.
- Site plan to be supplied upon request.

General Conditions of application:

1. The application holder, agrees to indemnify and to keep indemnified the Council, its servants and agents and each of them from and against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against them or any of them arising out of or in relation to the issuing of the application.
2. The application holder shall take out and keep current a public risk insurance policy in the name of the application holder insuring the application holder for the minimum sum of ten million dollars (\$10m) against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against the application holder in relation to the activity. *
3. The application holder must provide confirmation of insurance to the Council. Such policy shall bear the endorsement of the Insurer indicating the Insurer accepts the indemnity given by the application holder.
4. Application to be submitted with minimum 6 weeks notice (if possible) being required to be given by the proposed hirer. Bookings will be confirmed no later than 7 days from application.
5. **All bookings will be charged, whether oval is used or not, unless notice of cancellation has been received at least 10 working days prior to the event.**
6. Hire fee to be invoiced to organising body after event. Payments to be made at the Council Office, 4 Mackay Street, Port Augusta.
7. The application holder, where appropriate, shall ensure that it is licensed or registered to carry out the activity authorised by the issuing of this application.
8. The application is not transferable.
9. The application holder shall comply with and give all notices required by any Act of Parliament, Ordinance, Regulation or By-law relating to the activity.
10. Keys may be collected one day prior to the function and are to be returned next working day after the event. \$20.00 per day will be charged for late return of keys. Keys to oval and toilet facilities can be collected from Civic Centre, 4 Mackay Street Port Augusta, Monday to Friday (between 9am – 5pm).
*Functions being held on a Sunday – keys may be collected on the Friday preceding.
11. No objects, i.e. stakes, etc are to be driven into the turf area unless prior permission has been granted (site map maybe required).
12. Cleaning of surrounds must be completed immediately after the function has concluded. It is also the hirers responsibility to turn off power/lights and lock all facilities/gates and removal of all rubbish and objects from playing surface area. Failure to comply with the above will result in additional costs being charged to the hirer.
13. Application to hire the oval or facilities on a Friday, Saturday or Sunday will need to be sought prior to application being lodged.
14. Hirer will be liable for any oval / facilities damaged.
15. No vehicles or camping permitted on oval (unless prior permission granted).

16. The City is subject to a “Total City Dry Zone” therefore the consumption or sale of alcohol in all public places is prohibited. If the consumption of alcohol is anticipated at your event a Limited Licence from the Liquor Licensing Commission must be sought – in this regard make contact with Council 8641 9100. No glass permitted. Plastic containers & cans are acceptable.
17. This application may be revoked by Council if the application holder fails to comply with a condition of the application and may be revoked in any other justifiable circumstance.
18. This application will not come into operation until proof of the appropriate insurance (if applicable) has been provided to the Council and confirmation signed by Council has been returned to you.
19. Line marking of any reserve must be approved by the Operations Manager or Council Officer acting in that position prior to event.
20. Erecting of marquees, shade structures, stages must be approved by the Operations Manager or Council Officer acting in that position prior to event.

I acknowledge that I have read and understand the application conditions and agree to abide by the said conditions (sign the attached application form).

*If your organisation does not have Public Liability Insurance, please contact the Sporting & Recreational Development Officer on 8641 5403.