



Port Pirie Basketball Association

Postal Address: PO Box 120, Port Pirie, SA, 5540

Stadium: Donaldson Stadium, Grey Terrace, Port Pirie, SA 5540

Telephone: 08 86332120

Email: ppba@iinet.net.au

PPBA STADIUM HIRE / CONDITIONS OF USE FORM

Organisation / Department Name _____

Address: _____

Suburb: _____ Postcode: _____ Fax _____

1st Contact Name: _____ Position _____

Phone Number: _____ Email _____

2nd Contact Name: _____ Position _____

Phone Number: _____ Email _____

Will Alcohol be served? Yes No

(If yes, please refer to section 2g of "conditions of use")

BOOKING INFORMATION	No. of courts required	Day	First date	Last date	Time From - To	Number of Participants	Purpose of booking Eg. Comp, Training, social	Office use only
\$40 per hour per court + \$80 (1 off fee) admin/cleaning								

*If additional space is required for "booking information" please complete this section of an additional form.

Please give a brief description of your event:

CONDITIONS OF USE CONTRACT

I _____ on behalf of _____, have read, understand and take full responsibility to ensure that conditions and regulations as per "Conditions of Use" are adhered to.

Signed: _____ Date: _____ Office Use Only

Paid At Office ☐ Receipt # _____ Processed by _____ Date _____

Confirmation Sent On _____ Forwarded To Finance for Invoicing On _____

Office Use Only
BOOKING NUMBER

1. Facility availability

a. Facility Bookings are available on approved days only.

b. The hirer agrees to effect insurance which at all times covers liability to workers, volunteers and the public for an amount not less than \$5,000,000 in respect of personal injury to or death of any person whomsoever and in respect of any injury, loss or damage whatsoever to any property real or personal including property belonging to the hirer or in which the hirer has an interest, where the injury, death, loss or damage occurs during the hiring period.

c. The hirer shall be liable for and shall indemnify the PPBA Board of Management against any liability, loss claim or proceeding in respect of injury, loss or damage whatsoever to any property real or personal in so far as such injury, loss or damage arising during the hire period.

d. The hirer agrees that the insurance in 1.b & c, shall be in effect so as to be in force to cover the entire hire period.



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2. Bookings

-a. External booking requests must be lodged using a **BOOKINGS REQUEST** form and addressed to the Secretary PPBA. They are not 'permanent'.

-b. Confirmation

A booking has been approved, only when **ADVICE OF CONFIRMATION** has been received.

-c. Subletting No facility may be sublet or reassigned to any other organisation or individual.

-d. Supervision

The hirer will be solely responsible for the supervision, safety and behaviour of their group (e.g. players, spectators, guests, visitors, and children) while using the sporting facilities and services. The stadium is a public venue and all external groups should note that the PPBA strictly observes and enforces its anti discrimination and anti vilification policies with particular reference to anti social behaviour likely to cause offence.

-e. Conditions of Facility/Equipment

The hirer shall use the agreed facility and its related equipment in a safe and proper manner at all times and will immediately comply with any directions given by PPBA staff. **The hirer is responsible for the set up and take down of any equipment required to play a specific event.** At the completion of hire session the hirer must ensure that all litter is picked up and placed in the correct receptacles. Failure to leave the facility in an acceptable condition may incur additional costs for extra cleaning and/or cancellation of future bookings.

-f. Damage

The hirer will be responsible for and shall pay PPBA for any breakage or damage to the property, fittings, furniture and equipment either mechanical or electrical caused directly or indirectly during the hire period which is beyond fair wear and tear or the result of misuse or incorrect use of equipment. Vandalism by any group will result in the cancellation of future bookings.

-g. Alcohol

Hirers must obtain consent from the PPBA by filling out a "Authorisation Form For Formal Events Involving Alcohol" when intending to consume or sell alcohol. In the event alcohol is being sold (directly/indirectly) hirers must obtain the appropriate liquor license and provide proof of this at the time of booking. Hirers must comply with any PPBA alcohol policy in force at the time of hire.

-h. No Smoking

It is PPBA policy that there is no smoking in the buildings.

-i. Signage

No poster or placard or sign or advertisement relating to any matter shall be placed, painted or affixed anywhere within the Stadium without the prior approval of the PPBA. PPBA Staff reserve the right to remove any non-compliant signage.

-j. Equipment Hire

The hirer agrees to meet the costs for any repairs to equipment and to meet fair and reasonable replacement costs if hired equipment is not returned. Please report any faulty or non-working equipment to the PPBA staff.

-k. Footwear

Appropriate footwear is required to be worn at all times in the stadiums.

-l. Cancellations & Veto

All External hirer must give a minimum of 2 weeks notice to PPBA if allocated space is not to be used. Failure to use the assigned time slot/facility will result in the hirer being charged the full amount of the hire of the venue/facility for the time they were booked in.

PPBA reserves the right to cancel any booking when facilities are required for special events. Advance notice will be given in these circumstances.

PPBA, in accordance with responsibilities delegated to it under PPBA BOM, reserves the right to:

1. exclude any member, or members, of the PPBA community from the Stadium and/or activities should an individual or group 'breach discipline or good order'.
2. Refuse any future or subsequent booking.

-m. Safety

Any activity undertaken is in accordance with agreed safety procedures and requirements as identified by the PPBA. Having accepted a booking from a hirer, PPBA shall be entitled to terminate/cancel the agreed booking or evacuate the facility without liability from the hirer if, in the opinion of PPBA, such cancellation is required in order to ensure the safety of persons or property.

4. STADIUM

-a. No equipment may be used in the stadium that will cause damage to the floor surface.

-b. All equipment used must be returned to the appropriate storage areas after use.

-c. The opening and closing of the Stadium, unless otherwise arranged, will be performed by a BOM representative.