



**Community Technology Centre  
Cnr Dart and Fleming Sts, Oberon**

Bookings: 6329 8100 or [community@oberon.nsw.gov.au](mailto:community@oberon.nsw.gov.au)

CTC Training Room (including computers)

\$165.00 per day

\$28.00 per hour

Plus \$112.00 cash refundable cleaning and damage deposit

If there is alcohol being served on the premises, a valid RSA officer must be present and Council must be notified.

Name of hirer: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Please see page 2 for insurance details**

Event name: \_\_\_\_\_

Event date: \_\_\_\_\_ Event time: \_\_\_\_\_

Access to room required: \_\_\_\_\_ Number of participants: \_\_\_\_\_

**Note: Actual number of participants need to be reported to Council when returning key**

Not for Profit: Yes  No  Who is this event fundraiser for: \_\_\_\_\_

**For a long term booking please advise:**

Date of each event: \_\_\_\_\_

**Office use**

Approved date \_\_\_\_\_ Paid Date \_\_\_\_\_

Amount Paid \_\_\_\_\_ Receipt Number \_\_\_\_\_

Receipt Type for CTC Conference Room Hire use #203 – all rooms: 01925.0110.0124



## Community Technology Centre Cnr Dart and Fleming Sts, Oberon

### Insurance

The User/Hirer shall at its own cost, effect at all times during the period of the hire of Oberon Council Facilities, a Policy of Public Risk Insurance with respect to Oberon Council Facilities and the activities carried out by the User/Hirer at Oberon Council Facilities for a minimum of \$20million per event. The User/Hirer shall deliver to the Oberon Council a copy of the relevant Policy and Certificate of Currency of insurance if requested to do so.

The Hirer must not do or permit any associated person or any persons attending Oberon Council Facilities to do anything which would render in any way unenforceable against the insurer any insurance effected by Oberon Council or the Hirer.

### Release

Oberon Council shall not be liable to the Hirer for any loss of life, personal injury or damage to or loss of property which may be suffered or sustained at facilities for any cause whatsoever, save where any such death, injury or damage results from a negligent act or omission of Oberon Council, its agents or employees.

The Hirer agrees to occupy and use Oberon Council Facilities at its own risk and releases Oberon Council from all claims and demands of any kind and from any liability which may arise in respect of any accident, damage or injury occurring to any person or property in or about Oberon Council Facilities, unless caused by an act or omission of Oberon Council (except where acting on instructions of the Hirer).

### Indemnity

The Hirer hereby agrees to indemnify, to keep indemnified, and save harmless Oberon Council, its employees and agents, from and against all claims, demands, actions, damages, costs, losses and expenses of any nature whatsoever ("Claims") which may be incurred directly or indirectly by reason of or in relation to the use of Oberon Council Facilities including without limitation, Claims arising out of or in connection with any breach by the Hirer of this Agreement.

Oberon Council shall not be liable to the Hirer for any loss of life, personal injury or damage to or loss of property which may be suffered or sustained at Oberon Council Facilities for any cause whatsoever.

The User/Hirers' liability to indemnify Oberon Council is reduced proportionally to the extent that any negligent act or omission of Council or its employees has contributed to the injury, damage or loss

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**The above terms and conditions are acceptable:**

#### **Hirer**

\_\_\_\_\_

*Print name* *Sign* *date*

#### **Oberon Council Representative**

\_\_\_\_\_

*Print name* *Sign* *date*