

Venue Hire

Please ensure that you have read the Memorial Park Venue Hire Information and Guidelines prior to completing the form. Please attach any additional required information such as Public Liability Insurance Certificate, permits, licences etc.

Hire/Use of the Yankalilla Memorial Park Venues

The Yankalilla Memorial Park has a range of buildings, meeting rooms, facilities and venues for hire to Community Groups, local businesses and individuals for a variety of activities, events or meetings. Some venues have limited or no availability on weekends or after hours. Venues will not be hired if the Memorial Park considers the use inappropriate or contravenes any Policies, By-Laws, Legislation or Work Health Safety requirements. All required permits, leases and licenses must be in place prior to use.

Memorial Park Members and volunteers are not responsible for the set up or pack up of any hired Memorial Park venue. The venue must be left in a clean and tidy state as determined by the Memorial Park contact, or your bond maybe forfeited.

Fees, charges and bonds for the hire of Park facilities are managed by the individual clubs.

Yankalilla Memorial Park Venues

Football Club

Clubrooms only (seats up to 100 theatre style) \$250

Fully equipped kitchen
\$150

Bar (includes 1 bar staff for 4hrs) \$150

To make a booking or discuss arrangements:

Please contact Meg Black, 0448 464 348 or yfcsecretary@gmail.com

Bowling Club

Clubroom (seats up to 120 people around tables) and fully equipped kitchen (with server), includes full licensed bar service, operated by the club (no alcohol permitted to be sold by third parties) \$250

To make a booking or discussion arrangements:

Please contact Administration Secretary Ph 0427 167 206 or email normy15@bigpond.net.au

Cricket Club

Clubroom with bar and kitchen facilities \$TBA

Golf Club

Function Venue with bar / BBQ and kitchen facilities \$TBA

Netball Club

Clubhouse and change room facilities \$TBA

Hockey Club

Clubhouse/basic kitchen facilities \$TBA

One oval with two hockey pitches; oval has a concrete cricket pitch in the middle.

Please contact the club secretary on 0427 686 496

Outdoor Venues

Football/Cricket (Main) Oval \$TBA

18 hole golf course \$TBA

Netball/tennis courts (3) \$TBA

Hockey Ovals (2) \$TBA

General Information

A signed and completed Venue Hire Form must be submitted to make a booking request. Payment of hire costs and bond fees must be made at least 14 days prior to the event date. Failure to do so may lead to your booking being cancelled without further notification.

After hours security call-outs (if an alarm is activated after hours)—Building security alarms will be set after normal business hours. A \$100 per call-out fee will be charged to your group if an alarm is activated and security call-out is triggered. Please ensure you have full instructions for any alarm system prior to your event. Venue hire does not include tea, coffee, milk etc.

Consumption of Liquor at the Memorial Park Premises

Alcohol may be consumed in the premises in accordance with the Liquor Licencing Act 1997. If alcohol is to be sold or a ticket price charged with alcohol provided or promoted for sale, a Limited Liquor License must be obtained. A letter supporting a Limited Liquor Licence can be requested from the Memorial Park. More information on Limited Liquor Licences, including application information, can be found at the SA Government website.

Public Liability Insurance Requirements

Yankalilla Memorial Park Public Liability Insurance only covers ad hoc users and hirers of the Memorial Park venues, where the hirer would not usually be expected to have Public Liability Insurance. For example:

Yankalilla MEMORIAL PARK

- individuals who hire a facility for a private, one-off function (eg a significant birthday, engagement, christening or wedding)
- a group of people who hire a meeting room as a one-off, to discuss a common interest (does not apply to regularly held meetings eg monthly or quarterly)

All other groups and organisations must provide a copy of their Public Liability Insurance Certificate to the Memorial Park with the Venue Hire Form. These groups could include (but not limited to):

- all regular hirers, such as not-for-profit, commercial and charitable groups
- any business, stallholder or individual hiring facilities for financial gain or potential future financial gain
- incorporated groups, or un-incorporated groups who operate their business/activity in the Memorial Park premises on a regular basis
- hirers of the Memorial Park facilities for events, displays, activities, school holiday programs or other similar community programs.
- Activities held by groups that have been contracted by the Memorial Park (eg event management companies, school holiday program organisers, lessees, licence or permit holders, stall holders etc.) must still hold their own Public Liability insurance as the Memorial Park cannot cover groups or individuals outside the membership base.

Applicant details

Name:	
Organisation:	
Postal address:	
	Postcode:
Phone:	Mobile:
Email Address:	

Venue Required:	
Date Required:	
Time Required:	
No of attendees:	
Type of Function:	

Public Liability Insurance details (attach copy):

I acknowledge and confirm that I have read and understand the Yankalilla Memorial Park Venue Hire Guidelines and agree to comply with all conditions. I am 18 years old or over (proof may be requested).

Signature:

Date:

Payment

All fees, charge sand bonds for the hire of the Memorial Park venues and facilities are set by the individual clubs each financial year. A variety of facilities, including kitchens are available at most locations.

Full payment is required to confirm your booking. If payment is not received 14 days prior to the event date, your booking may be cancelled without further notification.

Bond Refund

Refund of bonds will only be made using Electronic Funds Transfer (EFT) to this nominated account:

BSB:

Account Number:

Account Name: