

**Wagga Wagga Show Society**

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Mount Austin NSW 2650  
02 6925 2180  
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www.waggashow.com.au



**SHORT-TERM TENURE AGREEMENT**

Company/Hirer: .....ABN: .....

Address: .....  
.....

Contact: ..... Position held: ..... Mobile: .....

Email: .....

Date of Hire: From ..... to .....

Purpose of hire:  
.....

Area required for hire:

- Kyeamba Smith Hall       KSH- Main Hall Only       KSH - Rodham Room       KSH Annex only
- Hammond Hall       Crazy Jim's       Mohr Function Room       Bar Area
- Centre Ring & Grandstand       Other Grass Areas       Full Ground Hire

Number of Tables ..... Chairs ..... Number of Garbage Bins required: .....

Note: Electricity usage is metered & usage charged. Amenities cleaning & consumables is charged per day. Own cleaning of venue required and is subject to inspection & acceptance by WWSS before bond is released.

.....  
\*\* Please supply bank account details for refund of any bond monies:

Acc name:..... BSB: .....Acc no:.....

Insurance details: Provide a copy of **Certificate of Currency for Public Liability**.

Signature of Hirer. ....Print Name .....

Position of Applicant Hirer ..... Date: .....

## Short Term Tenure Agreement

### Terms and Conditions.

The applicant Hirer agrees to abide by the attached;  
(Note: the acronym WWSS means Wagga Wagga Show Society)

1. Deposit/bond must be paid by the hirer as a deposit when the attached application form is returned to the WWSS. This deposit/bond is fully refundable providing this list of terms and conditions are adhered to. Please note that your booking will not be confirmed until this deposit/ bond and application form is received, otherwise the WWSS facility may be made available to another hirer.
2. The grounds and buildings are to be left in the condition in which they were found. The removal of garbage and the cleaning of the venue, hall and grounds (whichever are used) are the responsibility of the hirer.
3. Rubbish bins will be charged per bin and will be added to the final amount.
4. Electricity meters will be read on your arrival and on the final day of hire. This will be charged and added to the final account.
5. Final payments must be finalised with WWSS prior to leaving the showground.
6. The deposit/bond will be refunded if there are no breakages, garbage is removed from the premises and all the facilities of the WWSS are left in a good, clean and workable condition. The WWSS reserves the right to make the final decision.
7. The hirer agrees not to screw hooks into, or drive nails into, or fix stickers onto, any of the walls, ceilings, door or window frames within any building of the showground. Masking or sticky tape is not to be used on walls doors or fence.
8. If the tables, chairs, display cabinets are to be used, these must be erected and dismantled in the correct manner, and the hirer accepts full responsibility for any damage sustained to these while the building is hired.
9. Full payment for the hired period is to be received by WWSS PRIOR TO THE COLLECTION OF KEYS. Keys are to be collected (if needed) by arrangement with the WWSS which can be contacted on 0427 252 180.
10. Payment of hire fee to the WWSS does not entitle the hirer to use an area in respect of which an additional payment is required or that is reserved by the WWSS for any purpose.
11. The WWSS may, at its discretion, accept, reject or cancel an application for hire without providing reason for doing so.
12. Users of the showground or any part thereof, are to be covered by Public Liability Insurance, a minimum of \$20 million. **A Certificate of Currency MUST be submitted with the application.**
13. The hirer agrees to operate wholly at their own risk.
14. The WWSS, including its officers, committee members and agents, is not liable nor does it accept any responsibility for any loss or damage whatsoever to any person or property or the death of or injury suffered to any person or animal whilst at the Wagga Wagga Showgrounds.
15. Persons entering the Wagga Wagga Showgrounds agree to indemnify the WWSS against any loss or liability, cost, expense or damages arising from or in relation to the entry either by person, vehicle or otherwise.
16. Persons entering the Wagga Wagga Showgrounds must comply with the NSW Occupational Health & Safety laws.
17. All accidents or emergencies are to be immediately reported to the WWSS on 0427 252 180.
18. Persons must obey all signs, notices and directions given by the WWSS whilst at the Wagga Wagga Showgrounds.
19. The WWSS reserves the right to inspect and/or se arch bags brought into or out of the Wagga Wagga Showgrounds.
20. The WWSS may refuse admission to or eject persons from the Wagga Wagga Showgrounds at its sole discretion.
21. No person shall bring or permit any other person to bring onto the Wagga Wagga Showgrounds any dangerous, noxious, volatile, explosive, flammable or environmentally hazardous substance or compound in any form unless all necessary approvals and the Wagga Wagga Showgrounds approval are first obtained.
22. Hirers wishing to sell alcohol at their function must have the appropriate license & approval to sell alcohol & provide a copy of those documents to the WWSS.
23. Camping or sleeping within any of the Wagga Wagga Showgrounds buildings is not permitted.

### Acceptance of Terms and Conditions for the Short-Term Tenure Agreement

Signature of Applicant Hirer: ..... Date: .....

Company or Organisation Name: ..... Position held by Signee: .....