



## 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:

- |   |  |  |   |
|---|--|--|---|
| <input type="checkbox"/> Kyeamba Smith Hall       | <input type="checkbox"/> KSH- Main Hall Only | <input type="checkbox"/> KSH - Rodham Room | <input type="checkbox"/> KSH Annex only |
| <input type="checkbox"/> Hammond Hall             | <input type="checkbox"/> Crazy Jim's         | <input type="checkbox"/> Function Room     | <input type="checkbox"/> Bar Area       |
| <input type="checkbox"/> Centre Ring & Grandstand | <input type="checkbox"/> Other Grass Areas   | <input type="checkbox"/> Full Ground Hire  |   |

Number of tables ..... Number of chairs..... Number of garbage bins: .....

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

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 Ltd.)

1. Deposit/bond must be paid by the hirer as a deposit when the attached application form is returned to the WWSS Secretary. 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 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 the WWSS Secretary prior to leaving the showground.
6. The deposit/bond will be refunded if there are no breakages, garbage is to be 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, and 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 the WWSS, PRIOR TO THE COLLECTION OF KEYS. Keys are to be collected (if needed) by arrangement with the WWSS Coordinator, who 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 a 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 showground.
15. Persons entering the showground 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 showground must comply with the NSW Occupational Health & Safety laws.
17. All accidents or emergencies are to be immediately reported to the Secretary on 0427 252 180.
18. Persons must obey all signs, notices and directions given by the WWSS whilst at the showground.
19. The WWSS reserves the right to inspect and/or search bags brought into or out of the Showground.
20. The WWSS may refuse admission to or eject persons from the showground at its sole discretion.
21. No person shall bring or permit any other person to bring onto the showground any dangerous, noxious, volatile, explosive, inflammable or environmentally hazardous substance or compound in any form unless all necessary approvals and the WWSS 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 showground 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: .....