

BOX HILL ATHLETIC CENTRE MANAGEMENT COMMITTEE INC

PO Box 247, Box Hill VIC 3128

HAGENAUER'S RESERVE GROUND HIRE REQUIREMENTS AND COSTS

Name of Hirer

Contact:..... Mobile:

E-mail Phone

Ground Hire Date/...../..... Hire Times: Open Close
(list additional sessions below)

Wash Out Back-up Date (if required)/...../.....

Prior to submitting dates it is recommended you check existing bookings <http://www.boxhillathleticclub.org/wp-content/uploads/2014/04/GroundHireSummary.pdf> to avoid clashes, or contact the Booking Manager, **Danielle Cain** (0422 659 233) or boxhilltrackhire@gmail.com to confirm availability and back-up dates. **No booking is confirmed until done so by the Booking Manager.**

Equipment Required - please note the equipment required by inserting the cost in the table below:

Equipment	Cost	Number Required	Hirer Cost (insert cost of items required)	Comments
Ground Hire	See Note 1			
Training Session	See Note 2			
Electronic Timing Gates & Trained Operator	\$400			
Long Jump	Included			
High Jump # 1	Included			
High Jump # 2	\$30			
Public Address System	Included			
Hurdles	\$70			
Starting Blocks	\$40			
First Aid Room	See Note 3			
Flood Lights	\$50 / hour			
Shot Put Set	\$30			
Discus Set	\$30			
Javelin Set	\$30			
Pavilion (Olden Room)	See Note 5			
Total Cost of Hire				

- Notes:
1. **Ground Hire Fee:**
 - (i) City of Whitehorse Hirer – Primary Schools \$360
 - (ii) Non City of Whitehorse Hirer – Primary Schools \$420
 - (iii) City of Whitehorse Secondary Schools & other users \$420
 - (iv) Non City of Whitehorse Secondary Schools & others \$480
 - (v) Combined School Sports \$590
 2. **Training Sessions:** \$75.00 / hr
 3. **First Aid Room:** the first aid room is available for use provided a qualified first aid person is in attendance.
 4. **Ground hire fee:** is inclusive of public address system, tables, chairs, horizontal Jump Pits and one high jump bag.
 5. **Pavilion (Olden Room):** together with full track hire is \$150.
Olden Room is fully air-conditioned, carpeted, fitted with a kitchen & overlooks the track and infield
 6. **Timing gates** from outside hirers are not permitted. Our fully electronic system is available for hire
 7. **Canteen:** operated by, for and on behalf of the BHACMC. (acceptance subject to scale of the event/hiring)
 8. **Equipment** returned as found. **Damaged/Lost** equipment will be invoiced. **Hirers** to use rubbish bins

I confirm that I have read and agree to comply with the attached Conditions of Occupancy for hire of Hagenauer's Reserve and that all relevant staff and students will be made aware of these conditions.

.....
(signature)

.....
(date)

HIRING OF HAGENAUER'S RESERVE CONDITIONS OF OCCUPANCY

1. **The grandstand and all areas of the Reserve are to be left in clean and tidy condition as found. ALL refuse is to be collected and placed in the bins provided for that purpose. The Ground Committee is not a cleaning service and any unreasonable additional cost incurred to tidy the reserve, grandstand and environs will incur the hirer a charge of \$100 and may jeopardise any future hiring's.**
2. Any misbehaviour, or act of vandalism during the period of occupancy will render the hirer ineligible for future use of the Reserve. In particular, unauthorised entry into, or climbing upon any building within, or fence surrounding the Reserve is prohibited.
3. The hirer is responsible for all restitution costs incurred as a result of any damage suffered during the period of occupancy.
4. The use of, or interference with any equipment not subject to the hiring agreement is prohibited. It should be noted that:
 - Weights are **not** to be removed from the hurdles
 - No sand is to be removed from the jump pits, or placed on the run-up's or track and on conclusion of the jumping events, all sand on the run-up and concrete surrounds is to be swept back **into the pits** which must then be raked level.
5. All warming up is to be done in the back straight, or on the grass inside the running rail.
6. Only the Public Address System provided by the Club is to be used within the Reserve. Use of that system is to be restricted to announcements and **not** for running commentaries on events in progress.
7. The following restrictions on running shoes apply:
 - Only 7 mm spikes are to be used on the running track or field games run-up's, with the exception of the Javelin run-up
 - **Only** 9 mm to 12 mm spikes are to be used on the Javelin run-up.
8. Only starting blocks with approved fastening devices are to be used - 12 mm to 15 mm spikes only, **NOT** pegs or long pins.
9. Competitors wearing spiked shoes **must** use approved starting blocks for the start of all running and hurdle events up to and including 400 m and the first leg of all relays.
10. Should this booking be cancelled on the day of the hiring due to poor weather conditions or other reasons, a \$50 cancellation and setup fee will be charged. In that eventuality an acceptable alternative date will be arranged. Note that this cancellation fee will not apply if the Ground Hire Manager is notified of the cancellation prior to the day of the hiring.
11. The Box Hill Athletic Club accepts no responsibility for injury to any participant or spectator using the facility during the period of hire. The hirer shall have suitable public liability insurance to provide coverage against claims should such an injury occur