

ANNUAL RESERVE BOOKING TERMS

- The City of Wanneroo requires a copy of your group/club Public Liability Insurance prior to commencement of your booking.
- 2014 Key Bond: \$84.00 per set - Upon completion of your term of hire, keys **MUST BE** returned to this office in accordance with the City's "Key Access – Community Facilities" Policy.
(Please note: If still possess keys, a bond refund will be issued for current bond held and new invoice will be issued for above amount. Failure to return keys after 2014 bookings have ceased may result in future bookings being jeopardized.)
- Dates will not be granted prior to 1 January 2014 or after 31 December 2014.
- The City of Wanneroo reserves the right to cancel any bookings and will give written notice within 28 days to the Hirer. Any amounts paid will be fully refunded.
- Cancellation by the Hirer must be received in writing 14 days prior to the booking date.
- All cancellations of, or alterations to a booking by regular or seasonal users must be made in writing a minimum of 14 days prior to event/booking.
- This application is a request and should not be taken as a confirmed booking and there will be fees that will apply to this booking. I understand I cannot access the facility outside the times granted and not until approval is granted.