

Parks and reserves booking form

Please fill out the form below and return it to the city, either in person or by mail.

Booking details

Name of organisation (if applicable): _____

Name of applicant: _____

Postal address: _____

Suburb: _____ Postcode: _____

Phone: (Home) _____ (Work) _____ (Mobile) _____

Fax: _____ Email: _____

Function details

Reserve / park to be hired: _____

Type of function: _____

Is this going to be open to the public? Yes No

Date required _____ Number of people attending _____

Time required (including setting up and cleaning up) from: _____ to: _____

Will alcohol be consumed on a BYO basis: Yes No

(Please phone the Department of Racing, Gaming and Liquor on 9425 1888 to ascertain if a permit is required.

If so, a copy of the permit must be forwarded with booking form) Permit required Permit not required

Will food be consumed: Yes No

What type (eg. BBQ, Catered, Picnic etc):

If catered, catering by: Self Caterer Name of caterer: _____

Will music be played: Yes No What type: _____

(eg. CD player, Band, Instruments, Jukebox etc)

Will amplification be used: Yes No

Will a marquee be erected: Yes No Size: _____

(Marquees over 50 m² require an application for a Temporary Public Building from Building Services, for which an additional fee is payable)

Please state any equipment you will be bringing onto the park or reserve:

(eg chairs, tables, carpet, bouncy castle, animals, catering equipment etc):

Terms and Conditions

I have read, understood and accept the terms and conditions specified in the attached document in relation to the use of City of Subiaco parks and reserves and verify that I am in a position to accept these terms and conditions on behalf of myself and the organisation I represent. I declare that the above information is, to the best of my knowledge, true and correct.

Signature
Date: _____

Name