



ETHERIDGE SHIRE COUNCIL

...The Golden Heart of the Gulf

MARQUEE BOOKING FORM

CUSTOMER DETAILS		
Name:	Phone:	
Email:		
BOOKING INFORMATION		
Event & Location:		
Date:		
Is this event for the benefit of Etheridge Shire Residents?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Select the Item/s you would like to hire:

3m x 3m Marquee



3m x 6m Marquee



Collection Date:		
Collection Date:		
Drop off Date:		
Do you agree to T&C's?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Trailer Required? <i>*Trailer capacity is 2 marquees</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Comments:		
OFFICE USE ONLY		
Date Received:		
By Officer:		
Customer Advised of T&C's?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Trailer Required?:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Booking Form Emailed to Town Manager as FYI & to Records officer to register in Info	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Hire entered into Booking Spreadsheet? S:\Shane Butler (PMO)\Jumping castles & Marquees	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Notes:		

ABN 57 665 238 857

Address all correspondence to:
The Chief Executive Officer
PO Box 12
GEORGETOWN QLD 4871

FRM-011 v1

Phone: (07) 4079 9090
Fax: (07) 4062 1285
Email: info@etheridge.qld.gov.au
41 St George Street, GEORGETOWN QLD 4871



MARQUEE BOOKING TERMS & CONDITIONS

Hire of Council owned Marquees are subject to the following conditions;

1. Chief Executive Officer's approval of the hire.
2. If the hire is for an event, the organising committee is to publically acknowledge Council's support of the event.
3. The hirer agrees to cover costs associated with repairing any damage that occurs to the equipment or materials provided by Council whilst they are on loan.
4. The hirer arranges collection and drop off of the required equipment to the Council Depot. Please note that Council has one trailer that can be provided to transport the materials, however the capacity is only two marquees.
5. The hirer is to have in place their own insurance to cover the activities associated with hiring and use of the equipment.

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