

# Community Trailer: Terms and Conditions

## 1. Applications / Bookings

- 1.1. All applications must be completed online.
- 1.2. Applicants must be Cockburn community groups or residents.
- 1.3. Trailer and equipment can only be used for community events or private parties.
- 1.4. Friends of the Community Inc. has the right to refuse an application.
- 1.5. Bookings must be made 2 weeks in advance.
- 1.6. Cancellations must be made within 2 days of date required.
- 1.7. Friends of the Community Inc. reserves the right to cancel any booking due to unforeseen circumstance.

## 2. Liability

- 2.1. The hirer will be liable for:
  - 2.1.1 Damage to the trailer or equipment
  - 2.1.2 Cleaning costs where the trailer or equipment is returned dirty
  - 2.1.3 Failure to return the trailer or equipment within the agreed dates
  - 2.1.4 Breach of the Conditions of Hire
- 2.2. For any of the above, the hirer will be invoiced to cover costs.

## 3. Pick up of trailer and equipment

- 3.1. The trailer and equipment is stored at **5 Malabar Way, Bibra Lake**
- 3.2. Access to the trailer and equipment is to be pre-arranged with Friends of the Community Inc.
- 3.3. If the group is unable to return the trailer for any reason there will be a \$50 one-way charge.

## 4. Equipment user responsibilities

- 4.1. Equipment users will exercise reasonable care and try to prevent any damage to the equipment.
- 4.2. Equipment users will return all equipment as per the agreed dates required.
- 4.3. Equipment users will return equipment in the condition it was issued, including cleaning of BBQ, Vests, Bins, tables and Chairs.
- 4.4. Where equipment has been damaged the user must contact Norm Dale, Friends of the Community Inc. President on 0428 342 051 as soon as possible.

## 5. Trailer user responsibilities

- 5.1. Trailer users will exercise reasonable care and try to prevent any damage to the trailer.
- 5.2. In the event of a breakdown or accident the trailer user must immediately contact the City On 9411 3444
- 5.3. In the event of an accident involving another vehicle, the trailer user must document:
  - 5.3.1. Vehicle registration number
  - 5.3.2. Driver's details – name, driver's licence, address and phone number
  - 5.3.3. Insurance company details
- 5.4. In the event of an accident involving another vehicle the trailer user must not admit liability under any circumstances.
- 5.5. The Friends of the Community Inc. and City of Cockburn is not responsible for any damage, theft, or loss of property contained within the trailer belonging to, or the responsibility of, the hirer.

## 6. Driver Nomination

- 6.1. A driver must be nominated by the group on the application form.
- 6.2. A nominated driver must:
  - 6.2.1. Hold a valid driver's licence.
  - 6.2.2. Use a suitably sized vehicle i.e., of greater weight than the trailer
  - 6.2.3. Use a registered and insured vehicle

## 7. Disputes

- 7.1. Any disputes must be made in writing to [commdev@cockburn.wa.gov.au](mailto:commdev@cockburn.wa.gov.au) or posted to:

**Attention: Community Development Lead**

City of Cockburn, PO Box 1215

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