



City of Cockburn Recreation Services

Application to Hire – Sporting Reserve

Hirer Contact Details			
Date:			
Contact Name: <i>(Give full legal name)</i>			
Organisation Name:			
Residential Address:		Postcode:	
Postal Address:		Postcode:	
Phone No.:		Mobile No:	
Email address:			

Details of use	
Reserve Name:	
Purpose of hire (e.g. soccer training, sports carnival):	
No. of people expected:	

Day	Date	Time (From – To)

Does your club/organisation require use of the following? (Please tick)									
Changerooms	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Kitchen	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Toilets	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Clubrooms	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Floodlights	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Meeting Room	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

* **Please note:** If you require the use of clubroom or kitchen facilities, you may be required to liaise with the in season club to make additional booking arrangements – fees may apply. Club contact details will be provided with your reserve booking confirmation letter.

Will the purpose of hire involve/require any of the following (If YES, give details)				
Marquee	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Vehicle Access	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
PA System	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Food Permit	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Power	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Irrigation to be turned off	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Additional Bin Hire	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Additional Cleaning	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Any other				

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Will alcohol be **consumed** by members of your club/organisation whilst on the hire premises?

*Yes

No

**If yes, please complete the application for Consent to Consume Liquor below. (No glass is permitted on council reserves) If alcohol is to be sold on the reserve or premises then you must supply the City with a copy your temporary liquor license from the Dept. of Racing, Liquor and Gaming)*

Fees and Charges Guide

Reserve/Facilities	Cost per hour	Cost per day
Public Event	n/a	\$150
Active reserve hire	\$26	\$92
Reserve hire with lights	\$28	-
Changerooms	\$30	\$42
Toilets	\$20	\$30
Access to on-site Power (if avail)	\$100	\$100
Additional Cleaning	\$55	-
Additional Bin Hire	\$10.50	-

* Reduced rates may apply if events are solely for U18 participants.

Thank you for completing the application form. Once returned, your booking application will be processed and a confirmation letter will be sent to your contact address. The confirmation letter will provide further information regarding club contacts, keys and payment information etc.

Please sign and email application form to recreation@cockburn.wa.gov.au or submit in person at the City of Cockburn administration building at 9 Coleville Crescent, Spearwood.

I/We hereby acknowledge having read the Conditions of Use and agree to ensure compliance therein.

Name:	Date:
Signature:	

Application for Consent to Consume Liquor on Council Premises

Name:	
Reserve/s:	Hire Date:
Activity/Event:	
Applicant Signature:	Applicant Date:

Office Use Only:	
Authorising Officer: _____	Date: _____
Approval for consumption of liquor on site: YES / NO	
Signed: _____	