
Newlands Arm Community Centre CONDITIONS OF HIRE DOCUMENT C

1. Cleaning: at the end of the hire period, the hall and its facilities must be returned to their initial condition, as at the time of hire. If this is not the case NARRA will be entitled to bill the Hirer for the costs of any further cleaning which may be required. Please ensure you complete the following:
 - a. Floors to be swept, and any marks or stains to be mopped off
 - b. Toilet area mopped and basins wiped clean
2. Garbage: Please place all rubbish in the appropriate Council bins – anything which does not fit into the bin is to be removed by the Hirer.
3. Power: please ensure all lights and power is turned off.
4. Security: All doors and windows to be securely closed and locked when leaving the hall. Keys to be returned promptly, as per the date agreed to in the Documents.
5. Theft: NARRA shall not be liable for any loss or damage sustained by the Hirer or by any person entrusted to or supplying any article or thing to the Hirer by reason of any such article or thing being lost, damaged or stolen. The Hirer hereby indemnifies NARRA against any claim by such person in respect of such article or thing.
6. Damage: any damage to the hall or its furniture, fittings, and equipment (including kitchen equipment) must be reported when returning the keys. The cost of repairing any damage arising from the hire is the responsibility of the Hirer. The deposit, or part thereof shall be forfeited accordingly. The Hirer will be required to reimburse NARRA for any amounts exceeding the Security Deposit. NARRA's assessment of the cost of any repairs will be final.
7. Disputes in the event of any dispute or difference arising as to the interpretation of these conditions or any matter or thing pertaining therein, the decision of NARRA shall be final and conclusive.
8. Gambling, Liquor and Smoking:
 - a. Gambling is not permitted on the premises without a relevant license from the issuing authority and consent by Council
 - b. The sale of alcohol/liquor is not permitted without a relevant permit from the issuing authority and consent from Council (which may impose conditions on that consent).
 - c. There is a strict NON SMOKING rule which applies to both inside and outside the premises (within five metres of any door or open window).
9. Not to cause a nuisance: The Hirer must not use the premises for illegal or objectionable purposes not to do any act or anything which is an annoyance to the

owners and neighbours. Loud music is to be turned off by 11pm, and the Hall is to be vacated by 12 midnight.

10. Not to cause pollution or damage: The Hirer must not cause any pollution or contamination of any nature on the premises. If this does occur the Hirer must take all actions required to rectify and clean up the results of that pollution or contamination.
11. Open fires: The Hirer must not light or allow to be lit any fires within the premises or anywhere on the property.
12. Camping: there is no camping permitted on Council land.
13. Pandemic obligations: in the event there are Government (Federal and State) directions, restrictions, and obligations, in respect to pandemics or public health requirement in force, the Hirer must comply with said directions.
14. Public space area: The area immediately surrounding the hall is available for your exclusive use, for the period of hire.
The grounds adjacent to the hall are for the use of the general public and it is possible you may have to share that space. As the council maintains the public space areas, we, unfortunately, cannot guarantee the grass will be mown in that area.

Newlands Arm Residents & Ratepayers Association Inc

25 Meridian Way, Newlands Arm, Victoria 3875

ABN: 13 133 458 264

Hall manager - Sharon Mountain 0414 798 327.