

# CITY OF BELMONT

## Personal Trainer Reserve Hire Application

Hirers Information		
Organisation (if applicable):		
Applicant Name:		
Postal Address:		
Drivers Licence Number:		
Phone Number:	(H/W)	(M)
Email:		
Reserve (s) Required:		
Period of Hire:		
Have you hired a City venue previously?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

GROUND REQUIREMENTS					
	Start	Finish	Number of clients	Number of floodlight poles required	Number of hours required per pole
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Sunday					

## Hirers Information

Organisation Insurance

(please refer to Conditions of Use)

Current Public Liability Certificate of Currency attached:

YES  NO

Fitness Australia Registration

(please refer to Conditions of Use)

Fitness Australia Registration (Instructor or Business) attached:

YES  NO

**Other Information/Comments:**

**I, as the applicant, have read and confirm I understand the following:**

(please tick boxes)

- There are **strictly** no changes permitted to bookings within 5 business days of the hire date (this includes and is not limited to, time additions/reductions, venue changes);
- Changes made prior to the 5 business days must be made in writing and may incur a \$25 administration fee (per requested change);
- Access keys (if applicable) must be picked up from the Civic Centre the business day prior to my booking date, between the hours of 8:30am-3:00pm;
- Should I cancel my booking within no more than 5 business days' notice I will forfeit my booking fees (if applicable);
- I have read and understand all the Conditions of Hire that were attached to my application form and I am aware that my bond will not be returned should I not comply with these. I will ensure that advised necessary precautions are taken. I acknowledge I am responsible for the supervision of the group whilst they take part in all activities at the venue and have explained the conditions of use to all members of the group.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date of Application

## Bond Refund – Bank Details

**Please advise your bank details below so we can easily return your bond via EFT  
(credit cards details not accepted)**

*Your bond will be returned provided you comply with all the venue conditions of hire and all access card/keys provided have been returned to the City – this process can take **approx. 2 weeks**.*

*Please note: The City is not deducting any amount from your bank account. Should fees apply for your booking, an invoice for the bond and hire fees will be sent out once your application has been approved. This invoice will be required to be paid in full using the methods advised on the invoice, 5 business days prior to your booking.*

Bank Account Name

Bank Name

BSB Number

Account Number

# CITY OF BELMONT

## Conditions of Use

### Personal Training on Reserve

#### 1. LODGEMENT OF APPLICATION FORMS

Applications for use of City reserves must be lodged on the official application form at least 30 days prior to the applicant's intended use of the reserve.

It should be noted that the Application and/or payment of the hire fees does not confer any rights over use of the ground other than those times and periods which are contained in the approval letter.

5 business days' notice must be provided for cancellations, should this not occur, the hire fees will be forfeited.

Submission of an application does not guarantee that the booking will be approved. The City reserves the right to refuse an application for hire.

2. The Hirer must be registered with Fitness Australia as an Exercise Professional or Business Member.

3. The Hirer must at all times when operating, display the provided standard sign and carry an official identification card, both issued by the City of Belmont.

#### 4. INSURANCE

All Hirer's are required to provide evidence of a current Public Liability Insurance policy no less than ten million dollars (\$10 million).

#### 5. USE OF CHANGE ROOMS/FACILITIES

The Hirer shall be responsible for leaving the premises in a clean and tidy manner. If the premises is not left clean to the satisfaction of the City, the cost of cleaning will be deducted from the bond. If no such bond has been paid, or insufficient bond paid, then the Hirer shall pay the cost of such cleaning to the City.

#### 6. EXCLUSIVITY

The Hirer acknowledges that approval does not allow exclusive use of any public open space.

#### 7. SCHEDULE OF CHARGES

The City will at the commencement of each financial year set charges for the use of City reserves and facilities. Please refer to the current 'Fees and Charges' information sheet.

Before allocating keys, the City requires a bond of up to \$1000.00 (to be determined by the City) and the hire fee to be paid by the Hirer to the City. The Bond amount shall be refunded provided the Hirer leaves the facility in a satisfactory condition and no keys are lost. Any issued keys that are lost by the Hirer will result in a 'lost key charge'.

The bond will take approximately two weeks to be refunded by electronic transfer to the bank account details nominated on the application form.

#### 8. DAMAGES

Any significant damage incurred on reserves from use of the Hirer, will result in charges associated with remedial works being forwarded to the Hirer or deducted from the Bond.

#### 9. CONDUCT

The Hirer shall maintain and keep good order and decent behaviour within the property, and shall be solely and entirely responsible for the carrying out and compliance with the requirements of Local Laws and all other legislative requirements associated with their activities.

**Council's Officers (including Rangers) have the authority to act on the City's behalf during the hiring of the facility/reserve, and shall be allowed entrance at any time.**

**In the event of a Local, District or State Emergency, the Rivervale Community Centre, Redcliffe Community Centre, Forster Park Hall and their surrounding reserves have been designated for use as community Evacuation Centres and Emergency Services Staging Precincts. In the event of such an emergency the City may not be in a position to provide any prior notice that your booking is cancelled. Any officer representing the City of Belmont, the Police or Emergency Services entering the facility with the intent to secure the facility for use in a local emergency will have the power to request that you vacate the premises immediately. The hiring fee and any bond will be refunded.**

The Hirer and their patrons must harmonise with other users in the area, particularly when using active sporting reserves. The location must not conflict with the areas used by seasonal sporting clubs.

No amplification devices are allowed.

#### **10. VEHICLE ACCESS AND PARKING**

Vehicles must not be parked or driven on the reserve. All patrons are to abide by the parking regulations surrounding the reserve.

#### **11. SECURITY AND KEYS**

Keys issued to users of reserves and facilities must be returned and signed back in the following working day after the completion of the hire period.

Keys are the responsibility of the person that signed the key declaration and must not be loaned to other persons without prior approval from the City. Under no circumstance is the Hirer permitted to have any keys duplicated.

#### **12. ACCOUNTS / OUTSTANDING MONIES**

All accounts are to be paid within the stated due dates. Any expenses, costs or disbursements incurred by the City in recovering any outstanding monies including debt collection agency fees and solicitors' costs shall be paid by the Hirer.

In addition, interest on outstanding debts will be charged to the Hirer.

#### **13. INDEMNIFICATION**

Upon acceptance of the hiring, the Hirer undertakes to hold the City of Belmont and the employees of the City of Belmont indemnified against all claims which may be made against them for damages or otherwise, in respect of any loss, damage, death or injury caused by or in the course of or arising out of the hiring of the venue.

#### **14. COVID-19 ADJUSTMENTS**

**As of 27th April the Premier of Western Australia has revised social distancing rules and the two person limit on non-work indoor and outdoor gatherings will be adjusted, with the limit rising to 10 people. In relation to these rules, the City is now allowing outdoor bookings of up to 10 people with the below conditions.**

- Must only be a maximum of 10 people including any instructors/coaches
- no shared equipment
- Distance between participants must be 1.5m to adhere to social distancing rules

Your group is obligated to comply with these precautionary measures.

The above measures are subject to change; we recommend that you keep yourself updated through the Department of Health [www.health.gov.au](http://www.health.gov.au) .

Security checks may be in place during your bookings to ensure these measures are being adhered to by your group. Should the City become aware that these measures are not being complied with, your future bookings will be cancelled and fees refunded.