



APPLICATION FOR HIRE OF PREMISES

Thank you for your enquiry to hire one of Ashfield Presbyterian Church's spaces for your next event. Please fill out the below information and submit this form to The Committee of Management for your Application to be assessed.

The Committee of Management meets on the third Thursday of each month and all Applications are discussed at this meeting. Please ensure download your Application and submit to the Committee by email (appcevents@gmail.com) no later than 48 hours before the meeting for your Application to be considered.

Before completing please read our terms and conditions (link to detailed t&c which Jeremy will link to).

Tick here to confirm that you have read them.

Additionally please note:

- There's a pre-school on our site, operating from 8am to 4.30 during school terms. Your activities must not interfere with the school's operation. Activities such as loud music, loud presentations, percussive instruments must not be undertaken, as well as projects involving crafts or the like that emit fumes. If you have any questions please contact us before proceeding.
- There is no parking available on the site.

Name / Organisation	Contact Person:
Contact Person's email:	

Date of Event:	Time that you require the space (including set up and take down)
Briefly describe your event:	
How many people will be attending your event:	
<p>Which of the following spaces do you want to hire?</p> <ul style="list-style-type: none"> ○ Ashfield Presbyterian Church: Weddings and Funerals \$1,000 (includes garden area at front of church), ○ Creche Room (4m x 4m???) – on application. ○ Meeting Room (7m x 4m) – on application ○ Garden area located next to the front of Ashfield Presbyterian Church – on application ○ Lower Goodlet Hall including kitchen and two toilets (15m x 15m????) \$300 half day. ○ Upper Goodlet Hall including two toilets and waiting room (15m x 15m????) \$200 half day. <p>Note, there's also a Covid-19 cleaning charge of \$60 per event per day.</p>	
Do you have a registered Covid Safe plan?	
Do you have Public Liability Insurance?	