

Ferny Creek Recreation Reserve – Official Booking Form.

Please complete all sections of this form and return it to the Booking Officer at fcrrbookings@gmail.com to secure your event.

1. Hirer Contact Information

The details provided here will be used for all correspondence and invoicing.

Full Name / Organization: _____

Phone Number: _____

Email Address: _____

2. Event Details

Date(s) Required: _____

Event Start Time: _____ **Event End Time:** _____

Type of Event (e.g., Wedding, Kids Party, Memorial, Meeting): _____

3. Venue Selection *Please check [X] the facility or facilities you wish to hire:*

☐ The Horner & Linden Hall ☐ The Murdoch Pavilion (The Cottage) ☐ The Log Cabin ☐ The Oval ☐ ALL Facilities (Exclusive Reserve Use)

4. Optional Extras: Rubbish Removal

Hirers must remove all rubbish at the conclusion of the event unless bins are prepaid.

☐ **Yes, I require FCRR rubbish bins.** (\$35 per 240lt bin) **Quantity required:** _____ bins.

☐ **No, I do not require bins.** I will remove all rubbish myself.

5. Bank Details for Security Deposit Refund

Please provide the bank details where you would like your security deposit/bond returned after the successful conclusion of your event and a satisfactory venue inspection.

Account Name: _____

BSB (6 digits): ____ - ____ **Account Number: Number:** _____

6. Agreement & Declaration

☐ I confirm that I have read, understood, and agree to abide by the Ferny Creek Recreation Reserve Conditions of Hire for my selected facilities. I understand that failure to comply with the conditions (including curfew, cleaning, and noise restrictions) may result in the partial or full loss of my security deposit.

Hirer Signature: _____ **Date:** _____