



## **Terms of Hire 2026**

### **“THE HOUSE”**

“The House”, the boarding hostel of Timaru Girls’ High School, is purpose-built hostel accommodation located in central Timaru. It is available for hire during the school holidays to parties of up to a maximum of 60. As part of this hiring agreement, you are entitled to have the amount of occupants on site using the facilities as per the Timaru Girls’ High School “The House” Booking Request.

### **ACCOMMODATION – for use during hiring**

East Wing – two level accommodation blocks with twin rooms, a common room on the bottom level with fridge, TV and snack-making facilities. Communal bathrooms.

Oak Rowan – 10 single rooms, shared rooms and communal area with fridge, TV and snack-making facilities. Communal bathrooms.

Communal recreation room with room for games and use of outdoor equipment.

All hires require a two night minimum stay .

### **MEALS**

All meals are prepared by the catering staff and served in the dining room. No meals are to be taken outside of the dining room. Packed lunches are to be picked up from the dining room. The catering staff will work with you to provide meals around requested times, provided at least 24 hours’ notice is given. The “ House “ is not able to allow for hires to bring in their own catering.

### **GENERAL**

Bedding – all bedding is supplied as part of hire – mattress protectors, sheets, duvets, duvet covers, pillows, pillowcases and towels.

Laundry – laundry facilities are available at a small charge. A laundress can be supplied under separate negotiation at an additional cost.

Departure – 10 am. If you require additional services after departure date and time this will require to be pre-arranged and may come at an additional cost.

WI-FI – available in the hostel – details provided on arrival.

Additional facilities – hire of additional facilities such as the school gymnasium, hall or classrooms must be negotiated with the Director of Boarding and may come at an additional cost.

NB: Bookings during statutory holidays may incur additional costs.

A deposit of \$250 (including GST) will be invoiced and payment is required one month prior to hiring from each group hiring the hostel. One person representing each hiring group must be responsible for the total hiring including payment of the deposit, signing the hire contract and collecting and paying the hiring fees in one lump sum. **Payment may be made to bank account number 01-0886-0021379-00.** The deposit of \$250 may be forfeited in the event of any damage or misuse of the hostel. If additional damage or misuse is incurred after the completion of a full inspection following the hiring, full costs of repair will be sought.

## “THE HOUSE” HIRING RULES

1. Smoking or associated smoking/vaping paraphernalia is prohibited on both hostel and school grounds.
2. Alcohol is prohibited without negotiated permission.
3. There is to be no excessive noise
4. Adult supervision must be guaranteed at all times.
5. There must not be additional occupants on premises without prior agreement and approval.

## CONTACT & DETAILS

Susan King, Director of Boarding – +64 27 684 4368– [sking@timarugirls.school.nz](mailto:sking@timarugirls.school.nz)

Timaru Girls’ High School, PO Box 558, Parkside, Timaru 7910

Hostel address – 8A Hassall Street, Parkside, Timaru 7910

## “THE HOUSE” TERMS OF HIRE

I, \_\_\_\_\_ on behalf of my organisation agree to the terms as outlined in the terms of hire.

Organisation Details :

Signature :

Date :