# BENALLA P-12 COLLEGE CAMP
# BOOKING FORM and HIRE AGREEMENT

**Complete In Full**
**Name of Hire**
**Group:**

**Accommodation**: (please circle) CATERED SELF-CATERED

**Period of Stay**: ..... to ..... Arrive: ..... am/pm Depart ..... am/pm

**Hire Cost**: @ $250 per day Total charge $.....

Cost includes: .....days Access to: .....

.....campsite activities

Deposit: You will receive an invoice please pay deposit to hold your booking
Payment: Full payment required 4 weeks prior to arrival at the camp

**Group Details**: Est. number in party .....Age range of campers:.....No.of adults: .....

No. of Children:.....(include staff and campers over 2 yrs old)

CONTACT DETAILS (Prior to camp)

Name:.....

Address:.....Postcode:.....

Phone: (work) ..... (home):..... Fax: .....

Mobile: ..... Email:.....

**AGREEMENT**: The payment of a deposit by the hirer constitutes an agreement to hire the use of the facilities from the campsite.
**OTHER COSTS**: additional expenses may be incurred (extra campers, breakages etc.) will be invoiced and payment is requested within 7 days.
**LIABILITY**: Benalla College and its agents and employees do not accept liability for loss of property or damage or personal injury arising from the use of the facilities. The hirer is responsible for ensuring that they have appropriate public liability insurance for their group. or seek further advice from Camp Coordinators.
**CANCELLATION**: Deposit refunds will only be given for cancellations made 90 days in advance of the camp date. Groups cancelling with less than 90 days' notice to the campsite are liable for full payment of the minimum charge detailed above. In the event of a cancellation by the campsite the hirer shall be entitled to a full refund of all monies paid.
**PRIVACY ACT**: The campsite gives assurance that any personal information including medical details gathered by the campsite, or provided by the group leader, will remain confidential and only used for the purposes for which it was collected.
**GST** (Goods and Services Tax). The quoted cost per person is inclusive of GST.
Other

Conditions:.....

**PETS** No Pets allowed.

*I have read the information above and the attached 'General Conditions for Hire'. The group and I agree to abide by them. I also acknowledge it is my responsibility to inform the group of these conditions including First Aid, the Safety Briefing, and the Emergency Procedures.*

Signature of Applicant: ..... Date: ...../ ...../ .....

Position Held: ..... .....

*PLEASE RETURN THIS FORM AND KEEP A COPY FOR YOUR RECORDS*

Office Use: Application Approved .....:....Invoice sent / / Paid N/Y .

Deposit $100 . . Receipt No _.:.....-·-·-·-·-:.....:..:..· Date,::..:./...:...1.....·

Balance$..... Receipt No.....-·····-·-·-·:.·· Date...../...../.....