

Staughton Vale Outdoor Education Centre

SCHOOL GROUP HIRE

515 Staughton Vale Road
Staughton Vale Vic 3340

Name of Hire Group: _____

Contact details

Name _____

Address _____

Suburb _____ Postcode _____

Email _____ Mobile _____

Booking details Dates of Booking: _____

Arrival time _____ Departure Time _____

Date: _____ No. of adults _____ No. of children _____

Date: _____ No. of adults _____ No. of children _____

Total number of Adults _____ Total number of Children _____ No. of Nights _____
(Between 4 yrs – 10 yrs)

Day Booking Only

Please read both sides of this document and submit this form along with two forms of identification

SVOEC School Group Charges

Booking Fee: \$50 non-refundable booking fee must be paid to confirm your booking.

Security Deposit: \$100 security deposit is required with balance of payment refundable upon inspection at time of departure.

Minimum Charge per booking: \$200

Day Booking: \$100

Overnight Stays:

***Off Peak Cost per person: Adults:** \$20.00 per night **Children 4 - 10 years:** \$15 per night

****Peak Cost per person: Adults:** \$22.00 per night **Children 4 - 10 years:** \$17 per night

****Peak Season:** School Holidays, Public holidays, Long weekend, Easter, & Christmas

***Sole Access to Camp Site – Self catered**

ACCEPTED FORMS OF IDENTIFICATION

ID FORM 1 - A colour copy of one of the following photo identifications

- Drivers Licence
- Passport
- Keypass
- Proof Of Age

ID FORM 2 - A copy of one of the following forms of identification

- Working with children card
- Birth Certificate
- Medicare Card
- Health Care Card
- Vehicle Registration
- Utility Bill - (no less than 6 months old)
- Bank Statements
- Shire/water rates notice
- Naturalisation, citizenship or immigration papers issued by the Department of Home Affairs (DHA)

I, (full name), agree to the SVOEC Hire Agreement and General Conditions of Hire and have provided 2 forms of ID as listed above.

.....(signature) (date)

SVOEC HIRE AGREEMENT

AGREEMENT: The payment of a booking fee and security deposit by the hirer constitutes an agreement to hire the use of the facilities from the campsite.

PAYMENT: Full payment is required prior to arrival at the campsite. If necessary, any additional expenses incurred (extra campers, breakages etc.) will be invoiced and payment is requested within 7 days.

LIABILITY: Staughton Vale Outdoor Education Centre (SVOEC campsite), 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.

CANCELLATION: 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.

TERMINATING THE OCCUPANCY: The SVOEC committee reserves the right to terminate the occupancy without notice for breach of the *General Conditions for Hire*. SVOEC staff are empowered to take action as deemed necessary for the proper conduct of the camp.

REFUSAL TO GRANT HIRE: It shall be at the discretion of the SVOEC Committee to refuse to grant the hire of the camp in any case and notwithstanding that permission to hire the premises may have been granted or that these conditions may have been accepted and signed and the fees and deposit paid.

The SVOEC Committee or its representative shall have the power to cancel such permission and direct the return of the fees and deposits so paid.

The hirer hereby agrees in such case to accept the same and shall be held to have consented to such cancellation and to have no claim at law or in equity for any loss or damage in consequence thereof.

UNDER-AGE SUPERVISION: SVOEC will not be hired unless suitable adult supervision is present at all times during the hired period. Security and/or supervision is mandatory and needs to be planned and organised by the hirer. The hirer must disclose what planned supervision has been organised. If the Hirer cannot provide this information, hire of the facility can be refused.

Hirers must be of legal adult age to sign the application for hire form. The person completing the application form and whose signature appears on the same is subject to these terms and conditions.

The SVOEC committee reserves the right to refuse hire of the camp where age verification cannot be established.

MINIMUM NUMBERS: A minimum charge exists for the hire of the SVOEC. Please refer to the SVOEC Booking Form.

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.