



Orewa Auditorium and Events Centre (OAEC) and Orewa College Venues Hire Agreement

Hirer Details

Organisation: _____

Name: _____

Position in Organisation: _____

Address: _____

Mobile: _____ Phone: _____

Email: _____

Bank Account Number (for Bond Refund):

Account Name: _____

Account Number: _____

Designated Fire Warden: _____ Phone No.: _____

Details Of Hirer

Date of Event: _____

Time of Hire: From: _____ to _____

Type of Function: _____

Areas To Be Hired: _____

Other Equipment or Rooms Required / Hired: _____

Technical Assistance Required / Details: _____

Alcohol

Selling

BYO
(please circle)

Supply

Note: *If alcohol is to be sold or is included in the ticket price, an Auckland Council Special License is required. Call 0800 426 5169 or visit www.aucklandcouncil.govt.nz*

Security

Yes / No

(Orewa College reserve the right to request a security presence.)

I _____ declare that I am authorised to act on behalf of the above mentioned Hirer and hereby make application to use the facilities set out in the schedule. I declare that I have read the Terms and Conditions of Hire and that I agree that I or the Hirer will pay charges for such hire as outline in the Terms and Conditions and will comply with the Terms and Conditions of Hire that form part of this Agreement.

Signed: _____
(Authorised Representative of the Hirer)

Dated: ____ / ____ / ____

Signed: _____
(Authorised Representative of Orewa College)

Dated: ____ / ____ / ____

May 2018