

## Sustainable Events Trailer Hire Application Form

### Organisation Details

Name of your organisation: \_\_\_\_\_

Contact person: \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_

Contact number(s):      Mobile: \_\_\_\_\_      Other: \_\_\_\_\_

Location of event: \_\_\_\_\_

Date(s) of event: \_\_\_\_\_

Date for trailer pickup: \_\_\_\_\_      Date for trailer return: \_\_\_\_\_

### Conditions of Use

- The events trailer is available to be picked up and returned weekdays, to Bacchus Marsh Council Depot (7.30am - 4.00pm) or Ballan Council Depot (8.30am - 4.30pm).
- Procedures for the use/handling of the event trailer will be supplied. As the hirer, you must familiarise yourself with these prior to taking receipt of the trailer.
- A bond is to be paid to Council prior to the Events Trailer being taken. This bond will be returned to your organisation upon satisfactory inspection of the trailer and contents. All of the garbage/recycling bins and caps are to be emptied and cleaned prior to returning them to Council with the trailer.
- It is the responsibility of your organisation to disposal of garbage/recycling at one of Council's transfer stations (Bacchus Marsh, Ballan or Mt Egerton). There is currently no cost to your organisation to do so. Paper/cardboard must be separate from the other recyclables to be accepted.
- Council will not accept responsibility for damage to the trailer or the contents within the trailer. If any damage occurs, it is the responsibility of your organisation to pay full costs for repair or replacement of any items (at Council's directive), including the trailer.

I have read and agree to the above conditions on behalf of my organisation

\_\_\_\_\_ (Signature)      \_\_\_\_\_ (Print name)

*Personal information will be held securely by Council. It will not be used or disclosed for any other purpose.*