



## RANUI COMMUNITY CENTRE

474 Swanson Road, Ranui, Auckland 0612 • P.O. Box 70012 Ranui  
Telephone (09) 833 6280 • E-mail: [info@ranuicommunitycentre.co.nz](mailto:info@ranuicommunitycentre.co.nz)

### HIREAGE AGREEMENT

Name of Applicant: \_\_\_\_\_

Group Name: \_\_\_\_\_

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

Phone No: \_\_\_\_\_

Hireage Start Date: \_\_\_\_\_

Type of Function: \_\_\_\_\_

Drivers License #: \_\_\_\_\_

### Conditions of Hire:

I / we agree to comply with all conditions of hire and to pay a bond of \$ \_\_\_\_\_ which will be refunded in full unless the centre or any property belonging to the centre is lost, damaged or any extra work is required by the centre management, e.g. repairs, cleaning, etc. I / we agree to accept all liability for damage and cleaning that maybe required as a result of my / our hireage of the building.

### Cancellations:

Ranui Community Centre reserves the right to charge a cancellation fee of: -

- 25% of the total hire charged if the booking is cancelled within 10 working days of the booking date,
- 50% if cancelled within 5 working days of the booking date,
- 100% if cancelled within 24 hours of the starting time and
- If no cancellation has been made and the keys are not handed in, you will be charged accordingly.

Signature of Applicant: \_\_\_\_\_

Authorised Signature [RCC]: \_\_\_\_\_

### For office use only

Payment received: Hireage \$ \_\_\_\_\_ Bond \$ \_\_\_\_\_ Total \$ \_\_\_\_\_

Receipt No: \_\_\_\_\_

Bond refunded \_\_\_\_\_ Authorised Signature [RCC]: \_\_\_\_\_