



# Seasonal Sporting Field Allocation Application

Note: This form is for the following suburbs only: Arncliffe, Banksia, Bardwell Park, Bardwell Valley, Bexley, Bexley North, Brighton-Le-Sands, Carlton, Dolls Point, Kingsgrove, Kogarah, Kyeemagh, Monterey, Ramsgate, Ramsgate Beach, Rockdale, Sandringham, Sans Souci, Turrella and Wolli Creek

All sections of this form must be completed. A seasonal user is the hirer of the facility for playing or training weekly for a minimum of 20 Bookings. For any further information please call Council's Customer Service Centre on **1300 581 299**

A Tax Invoice will be sent to the successful applicant on confirmation and is payable as per terms and conditions.

## Applicant Details

Ms/Mr/Mrs/Other (please state)	Family Name	Given Name	
Club or Association (if applicable)			
Unit/Street No/Street Name		Suburb	Postcode
Telephone: Land Line:	Telephone Mobile:	Email:	
Alternate Contact			
Telephone: Land Line:	Telephone Mobile:	Email:	
Mailing Address (if different from above)			

## Park Details

Park Name			
Sporting Code			
Field Markings Required			
Number of Players & Officials			
Number of Overall Players last season Total :	Senior Male	Junior Male	
	Senior Female	Junior Female	

## Part 2: Nominated Requirements

### Privacy Statement

The personal information provided on this form (including your name and other details) will be handled in accordance with the *Privacy and Personal Information Protection Act 1998* and may be available to the public under various legislation. Refer also to the Privacy Statement on Council's website

**Eastgardens Customer Service Centre**  
152 Bunnerong Road

Eastgardens NSW 2036, Australia  
ABN 80 690 785 443 Branch 004  
DX 4108 Maroubra Junction

**Rockdale Customer Service Centre**  
444-446 Princes Highway

Rockdale NSW 2216, Australia  
ABN 80 690 785 443 Branch 003  
DX 25308 Rockdale

**T 1300 581 299**  
**F 02 9562 1777**

**E**  
council@bayside.nsw.gov.au  
**W** www.bayside.nsw.gov.au  
**Postal address:** PO Box 21  
Rockdale NSW 2216



Please attach a separate document and nominate the number of required fields, nominated dates, times and specify category, An example of the table is located on the back page. If your application is successful you will be forwarded a schedule of costs and Council will require your acceptance of this cost schedule in writing before issuing an invoice. Payment of the invoice is required before use.

**Example of Nominated Dates and Times Schedule**

Number of Fields Required	Dates Required	Times Required	Juniors/ Seniors/Under 18's

**Please state how your organisation is providing a service or benefit to the local Community**


**Fees & Charges**

**Seasonal Hire**

One playing field \$121.00 per day  
 Synthetic/Concrete Wicket \$79.00 per day  
 Administration Fee: \$111

**Turf wickets**

One wicket \$500.00 per day

**Cross Country**

Daily rental fee –sporting clubs/schools \$33.00 per day  
 Half day rental fee - sporting clubs/school \$18.50 per day

**Please Note**

1. Public liability Insurance for \$10 million is required for all sporting field bookings. You must attach a copy of the Certificate of Currency to this booking form (See Clause 10).
2. The personal information required on this form may be available for public access under various legislation.
3. Due to the complexity of seasonal allocations the permit allocation process will take a few weeks after the application deadline to process.
4. A seasonal user is the hirer of the facility for playing or training weekly for a minimum of 20 bookings.
5. All sections of this form **MUST** be completed in order for Permit to be processed

**Declaration** I have been presented with and have read both the Council Recreation and Community Facilities Management Policy, the Sportsfield Allocation Policy and Recreational, Open Spaces and Sports Ground Conditions of Use of hire attached and agree to abide by them.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### Recreational, Open Spaces and Sports Grounds Conditions of Use

Please ensure that you have read and understand these conditions prior to signing this agreement. If you have any questions or concerns, please do not hesitate to contact Council's Recreation Booking Officer on 1300 581 299. It is the responsibility of the hirer to inspect the facility to ensure it meets the requirements prior to booking.

1. The applicant must pay fees in accordance with Council's Fees and Charges and an invoice will be raised for all seasonal bookings which must be paid as per Council's invoice payment terms. A permit will be issued as confirmation of your booking.
2. A refundable key deposit is payable in advance for use of Council facilities and amenities blocks, in accordance with Council's Adopted Fees & Charges.
3. All hirers are to undertake pre use, pre-practice and pre-game inspections and make decisions on the grounds fitness for use. Hirers must inspect any structures and in ground sprinklers etc...for safety prior to use and ensure that all equipment is firmly secured. Any unsafe facilities or grounds should not be used and should be reported immediately to Council. Further, any difficulties with night training lights should be immediately reported.
4. Should an accident, injury, loss of property or damage occur whilst using the facilities or grounds, the organiser must notify Council's Coordinator WH&S and Risk Management within seven (7) days
5. The organisers must maintain an emergency access at all times.
6. Proper supervision to be given at all times to ensure other park users are not put at risk.
7. In case of Wet Weather, permit holders must ring the Wet Weather Hotline 9562 1637 for Bayside West and for 9366 3631 Bayside East before games are played. Information on this hotline must be strictly adhered to.
8. Unless specified otherwise, a Public Risk Insurance Cover, in the sum of \$10,000,000 is required. The policy must be endorsed to include Council as a joint insured and containing a "cross liabilities" clause, being held by the applicant and the Council for the duration of the season. An updated Certificate of Currency to be forwarded to Council prior to the permit being handed over. Failure to produce proof of such cover will cause this permit to be withdrawn without notice.
9. All groups and individuals overseeing activities with children should ensure they have in place valid working with children approvals.
10. All regulations in regards to workplace safety must be met in accordance with the WH&S Act 2011.
11. Approved users of Council's recreation and community facilities, sports grounds and open spaces are not under any circumstances permitted to allocate or sublet any, or part of the facility, sports ground, fields that they have been allocated under a permit to other groups and users, whether for financial gain or not, without written consent from Council.
12. No vehicles to be taken onto Reserves / Open Spaces without written permission from Council.
13. Following each use, the Reserve is to be left in a clean and tidy condition. Where access to canteens or change rooms has been provided these must similarly be left in a clean and tidy condition. Failure to do so will result in an invoice being sent for cleaning costs incurred by Council.
14. Where access to canteens, change rooms or other amenities is provided as part of a permit, the keys are to be returned to Council on expiry of the permit period so the facilities may be allocated to other users.
15. Where access to canteens, change rooms or other amenities is provided as part of this permit, the permit holder will take all reasonable steps to provide access to Council Officers from time-to-time (if required).
16. Permit holder to report all defects and risks to Council.
17. Whilst Council endeavours to provide adequate toilet facilities for its grounds, it is the responsibility of Organisations hosting large event/ activities to provide additional port-a-loos to ensure adequate standards of hygiene are maintained.

18. All parking regulations must be maintained users should refrain from parking on Public reserves, grass verges and footpaths.
19. No alcoholic beverages to be taken onto Council premises.
20. Smoking is prohibited in all Council owned and operated buildings and facilities.
21. The permit holder may only allow amplified sound equipment to be used provided that it does not cause a noise nuisance or unreasonably interfere with the residents of neighbouring properties or other persons not attending this function. Use the designated areas in such a manner that no nuisance is caused and no offensive noise and in particular will not provide or permit any entertainment or operate loudspeakers or transmit music after 10:00pm nightly.
22. Users must abide by any direction given by a Council Office.