

Casual Use Agreement - Licence to Occupy Invercargill Gymnastic Club Premises

The Invercargill Gymnastic Club Executive Committee is the controlling authority for Invercargill Gymnastics Club and has agreed to enter into this licence agreement to allow

to use the Invercargill Gymnastic Club Premise for the purpose of a private party on the terms and conditions set out in this letter.

The Invercargill Gymnastic Club Executive Committee grants you a licence to occupy the premises on the terms and conditions set out in this Licence for,

- A. Name** _____
- B. Date** _____
- C. Time** _____
- D. Hours Booked** _____
- E. Children attending** _____

Invercargill Gymnastic Club athletes have priority over any external gym bookings. If this affects your booking you will be advised of these changes to your gym hire as soon as we are made aware of any conflicting dates.

Our venue holds limited space for events. For this reason, we request that you cancel at least 48 hours before your scheduled booking as this will allow us to offer your spot to another customer. Failure to advise the Invercargill Gymnastic Club of the cancellation will result in you being charged the full rate.

At the end of the date and time stated on this license you will remove all of your property (including any property of your invitees if any) from the premises, and leave the premises in a clean, safe and tidy condition to the complete satisfaction of the Invercargill Gymnastic Club Committee.

You will pay to the Invercargill Gymnastic Club,

- A. The total amount of this booking is** _____
- B. A 20% deposit of the total amount being** _____ **is to made within 7 days of this licence being approved.**
- C. The remaining balance of the booking is to be paid a week prior to the booking date specified in this licence, being** _____
- D. If the full amount has not been paid prior to the event date the Invercargill Gymnastic Club has the right to cancel this licence.**

You are not responsible for insuring the premises for catastrophic loss. However, the Invercargill Gymnastic Club reserves the right to seek compensation, including any costs for recovery, for any loss or damage caused by you or your invitees' use and occupation of the premises. You acknowledge that the Invercargill Gymnastic Club shall have no liability for damage or loss to the building or facilities. You are responsible for your own contents.

You must, at your own cost, promptly repair any damage caused to the premises by you or any your invitees. If you fail to do so, the Invercargill Gymnastic Club may, in addition to its other rights, repair any damage and recover the costs from you.

You will use the Premises only for the Permitted Use.

CCTV systems are installed on the premises for the purpose of enhancing the security of the building and its equipment. Our CCTV policy is available to read on our club website.

You will not bring or store within the premises (nor allow to be brought upon or stored within the premises) any goods or things of any offensive, noxious, illegal or dangerous nature which could cause damage to the building, or affect the health and safety of any person on the premises.

The Invercargill Gymnastic Club makes no representation that the premises are fit for any particular use, and you acknowledge that you have entered into this Licence completely in reliance upon your own skill and judgment. You agree to occupy and use the Premises at your own risk and release the Invercargill Gymnastic Club from any claim for any loss or damage you may suffer or incur.

This Licence is the entire agreement (and replaces all earlier negotiations, representations, understandings and agreements) between you and the Invercargill Gymnastic Club regarding your use of the Premises. Any amendments to this Licence must be recorded in writing and signed by both you and an Invercargill Gymnastic Club Executive Committee representative.

Please confirm your acceptance of these terms and conditions by signing the enclosed copy of this letter and returning it to us.

The terms of the Licence granted by this letter are agreed and accepted

Invercargill Gymnastic Club Committee

(signed by an authorised signatory for and on behalf of the IGC Committee)

Dated: _____

Full name: _____

Signed: _____

Private Booking Hirer

Dated: _____

Full Name: _____

Signed: _____

Rules for Hirers of the Invercargill Gymnastic Club

No outdoor footwear (boots, shoes, jandals, etc.) to be worn on the sprung gymnastics floor or around any of the gymnastics equipment. Outdoor footwear may only be worn in the entry, walkway, toilets, changing rooms and kitchen.

Food and drink are not to be consumed on the sprung gymnastics floor or around any of the gymnastics equipment.

Food and drink may only be consumed in the kitchen and the back room.

Children (and adults) aged 5 and over may not use the preschool gymnastics equipment. If you are unsure, please check with an Invercargill Gymnastic Club staff member or committee member.

The Invercargill Gymnastic Club encourages all users of the gymnastic equipment to wear appropriate clothing. Loose, baggy clothing, jeans, any clothing with zips or buckles, and belts can damage the equipment and/or lead to injury to the wearer.

Only one person may use the trampoline at any time. At least one adult must supervise the trampoline while it is being used.

Before leaving the gym, please check:

1. That all dishes, cutlery and other kitchen equipment have been washed, dried and put away.
2. That all kitchen appliances (with the exception of the fridge) have been turned off at the wall.
3. That any food waste and disposable nappies are placed in the outside rubbish bin.
4. That all windows have been securely shut.
5. That all bathroom taps have been turned off and no plugs left in basins.
6. That the stereo is turned off at the wall.
7. That all lights have been turned off.
8. That all doors are securely latched and that the front door is locked.