



## **General Conditions of Hire Sports Fields and Courts.**

The following general conditions apply to all Waverley Council sports fields and courts. Failure to meet these conditions in full may result in the cancellation of your booking and any future bookings.

**NB** - Where the hirer appoints a representative to run an activity on their behalf, the hirer holder named in the agreement is responsible for ensuring that their appointed representative is aware of and adheres to all conditions during the agreed period of hire.

If challenged during your booking, call Council's Rangers on **0414 884 393** and show them your Permit.

- Any use of fields or courts without a Permit is not permitted. This will be monitored by Waverley Council Rangers.
- Permits are not transferable and must be present upon request.
- Permits only apply to named sports field or Court stated on the event sheet.
- Activities may not commence before 7am weekdays and 8am on weekends.
- The times stated in the Regular Hire Agreement or casual Event Sheet represent the total period of hire. Time for set up, pack down and warm ups must be scheduled within these times. Be advised in most cases the fields and courts are booked back to back and require a swift change over.
- In respect of the residents and other hirers, refrain from using the sports fields and courts prior to your start time.
- All equipment brought in by the hirer holder must be removed from the premises no later than the finishing time specified on the agreement.
- Waverley Council accepts no liability for the loss or damage of any equipment or personal effects lost by the hirer or people attending their activity.
- It's the hirer's responsibility to verify immediately before commencement of activities that the area hired is safe and suitable for the approved use. In cases where it is deemed not safe to do so, the hirer must cancel the session and notify Council.
- All Council signs and all directions from Council or Police officers or other authorities must be obeyed.
- All hirers must report all incidents of damage plus details of any accidents occurring during their hire to the Recreation Officer.
- All hirer's must ensure that their activities do not impact on residents living near the sporting fields and courts, or other hirers using the same area.
- Amplified music is not permitted unless prior approval has been granted by Council.
- Hirer's are required to exercise reasonable care for the safety of all people attending.
- Hirer's are responsible for the conduct of all patrons to ensure that no disorderly or unlawful behaviour is permitted in connection with the use of the field and courts, in/or around the facility, parking bays and surrounding areas.
- Every care must be taken not to damage Council property, including vegetation.
- No vehicles may enter the parks or reserves.
- No lighting of fires, BBQs or any other cooking equipment is permitted.
- Any roped off area for regeneration by Council must not be removed.
- Sale, use or free distribution of alcohol is not permitted, unless otherwise approved by Council.
- The area is to be left clean and tidy at the end of activities.
- No smoking is permitted at any sporting field or facility as per the Smoke Free Environment Regulation 2007.
- No dogs off leash are permitted on sporting fields.

### **Wet Weather – Sports Fields**

In the event of adverse weather conditions Waverley Council will decide on the availability of the fields. The decision to close the fields will be made on the day of play and it is the hirer's responsibility to seek confirmation on the availability of the fields by calling the **Wet Weather Line 9083 8305**. There are no fee refunds for wet weather days if the booking is cancelled by Council.

### **Hot Weather**

Hirers must be aware that the Synthetic field and outdoor courts can give off higher surface temperatures readings. Hirers as advised to refer to Sports Medicine Australia (SMA), Beat the Heat hot weather guidelines, on how to undertake your activity safely on a hot day.

### **Cancellations by Council**

Occasionally Council may need to cancel a regular hirer's booking as we need to allow for returfing/maintenance or because Council plays host to large annual events. Wherever possible a minimum of 14 days' notice of cancellations will be given and an alternative field/court will be offered. Where this is not possible or not taken up by the hirer, a full refund of any fees paid will be made. No other compensation will be given.

### **Cancellations by Hirers**

- Should the hirer wish to cancel or change their regular booking/s, they may do so by notifying the Venue Officer in writing, with 14 days' notice. If less than 14 days' notice is received 50% of the fee is non-refundable and will be invoiced.
- Breaks within bookings must be no longer than two weeks within a 10-week booking period.
- If hirers are forced to cancel any bookings due to COVID restrictions, a full refund will be offered for any paid bookings impacted.

### **Payment of fees**

- Hire fees must be paid 28 days before the start of the date stated on the pay advice.
- All payments must be made through the Waverley Council Customer Service Centre, 55 Spring St, Bondi Junction, NSW 2022.

### **Payment methods**

- Payments may be made by cash/cheque/money order / Credit Card or Eftpos payments.
- Cheques are to be made payable to Waverley Council.
- Please forward or bring payment, together with the attached payslip on the payment advice to the Customer Service Centre at the above address or post to Waverley Council PO Box 9, Bondi Junction, NSW, 1355.
- For Credit Card please call the Customer service centre on 9083 8000 and an officer will take details of the payment (a 0.6% Service Fee applies).

### **Contact us**

If you have any questions about the terms of this agreement or relating to your use of the sports fields, please contact the Venue Team directly at [venuehire@waverley.nsw.gov.au](mailto:venuehire@waverley.nsw.gov.au) or by phone 9083 8300.

- Emergency or floodlight issues should contact 0404 199 352.
- Council Rangers can be contacted on 0414 884 393.

Council reserves the right to cancel hire agreements, permits and any future bookings, at any time, for any breach of these terms and conditions on the part of the hirer.