

# Alice Springs Aquatic & Leisure Centre

## FACILITY HIRE AGREEMENT



### HIRER DETAILS

**Name of Organisation**

**Contact Person (full name)**

**Position**

**Email**

**Preferred contact method:**

**Mobile**

☐ Mobile ☐ Email ☐ Email – opt out of ASALC news

**Payment Details:** ☐ Pay on Day ☐ By Invoice, emailed to:

### FACILITIES AVAILABLE FOR HIRE

#### AQUATIC LANE HIRE (tick applicable)

<b>Outdoor 50m pool</b> <input type="checkbox"/> \$5.50 / lane / hour (non-commercial) <input type="checkbox"/> \$26.20 / lane / hour (commercial)	<b>Indoor 25m pool</b> <input type="checkbox"/> \$5.50 / lane / hour (non-commercial) <input type="checkbox"/> \$26.20 / lane / hour (commercial)
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#### AQUATIC POOL HIRE (tick applicable. Lifeguard costs not included)

<b>Whole pool</b> <input type="checkbox"/> \$61.70 / hour (non-commercial) <input type="checkbox"/> \$241.30 / hour (commercial) <input type="checkbox"/> \$134.70 / hour (swim carnival)	<b>Half pool</b> <input type="checkbox"/> \$17.50 / hour (non-commercial) <input type="checkbox"/> \$87.20 / hour (commercial) <input type="checkbox"/> \$134.70 / hour (swim carnival)
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#### ADDITIONAL LIFEGUARDS (requirements subject to group numbers advised at time of booking)

<b>Lifeguards (LG)</b> <input type="checkbox"/> \$52.50 / LG / hour (Monday to Friday)	<input type="checkbox"/> \$62.50 / LG / hour (Saturday, Sunday, Public Holidays)
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#### AQUATIC EQUIPMENT HIRE (tick applicable)

<b>Water Slides</b> (min. 2 hours, includes slide & one lifeguard) <input type="checkbox"/> \$54.50 / hour (Monday to Friday) <input type="checkbox"/> \$57.30 / hour (Saturday, Sunday) <input type="checkbox"/> \$57.30 / hour (Public Holiday)	<b>Inflatable</b> (min. 2 hours, includes inflatable & 2 lifeguards) <input type="checkbox"/> \$109.00 / hour (Monday to Friday) <input type="checkbox"/> \$114.55 / hour (Saturday, Sunday) <input type="checkbox"/> \$114.55 / hour (Public Holiday)
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#### OTHER FACILITY HIRE (tick applicable)

<b>Training Room</b> <b>Gym Room</b> <input type="checkbox"/> \$27.30 / hour <input type="checkbox"/> \$130.80 full day (8hrs, Mon–Sun) <input type="checkbox"/> \$261.50 full weekend (16hrs, Sat–Sun) <input type="checkbox"/> \$54.50 / hour cleaning (if required)	<b>BBQ Area (by indoor)</b> <b>BBQ Area (by oval)</b> <input type="checkbox"/> \$50 / hour, includes one BBQ, one table <input type="checkbox"/> \$30 / hour, includes one BBQ, one table plus 10 chairs
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### VENUE HIRE DETAILS

Day	Start date	End date	Start time	End time	Facility	# People
e.g. Monday	e.g. 1/01/2021	e.g. 7/01/2021	e.g. 7am	e.g. 10am	e.g. 50m pool / 4 lanes	e.g. team of 6

### Privacy Statement

Alice Springs Town Council will comply with the information privacy principles contained in the Northern Territory Information Act. These principles protect the privacy of personal information collected and held by Council.

ASALC Facility Hire Agreement – updated July 2022 (next review June 2023)

(08) 8950 4360

info@asalc.com.au

10 Speed Street Alice Springs NT 0870

asalc.com.au

## TERMS & CONDITIONS

### FOR CURRENT CORONAVIRUS (COVID-19) CONDITIONS & RESTRICTIONS, PLEASE VISIT [www.coronavirus.gov.au](http://www.coronavirus.gov.au)

**Declaration** – “On signing this agreement, I hereby declare that I have read, understood and implemented all current required conditions, as directed by the Chief Health Officer of the Northern Territory Government (NTG). I have attached to this agreement a description of the measures I have taken to ensure the facility I am hiring does not contravene any government-directed health and safety conditions.”

#### 1. Making a Booking

- (a.) All completed venue hire agreement forms must be emailed through to [info@asalc.com.au](mailto:info@asalc.com.au)
- (b.) Bookings are not confirmed until a written confirmation letter has been received by The Hirer from Alice Springs Aquatic & Leisure Centre (ASALC).
- (c.) Hire fees are set in accordance with the Alice Springs Town Council's (ASTC) *Fees and Charges Schedule*.
- (d.) Listed fees are valid for bookings until 30 June 2022. Bookings made past this date will be advised of updated fees from 1 July 2022.
- (e.) Reserved space applies only to the areas and times specified on the Venue Hire form.
- (f.) The booking is non-transferable.
- (g.) All bookings must be paid in full on the day of the event, unless prior arrangements have been made to invoice or provide a purchase order.
- (h.) All group bookings MUST sign in upon arrival. Contact details for all entrants are required, as per contact-tracing requirements.

#### 2. Cancellation

- (a.) Request for cancellation of booking must be emailed to [info@asalc.com.au](mailto:info@asalc.com.au) at least **24 hours prior** to the time of hire. Verbal notification is not accepted.
- (b.) If a cancellation request is not received by ASALC in accordance with clause 2(a) The Hirer will be charged the booking fee.

#### 3. Specific Conditions of Use

- (a.) The Hirer shall comply with and give all notices required by an Act, Ordinance, Regulation or By-law relating to the activity.
- (b.) Drones may not be used without prior permission from ASTC's Ranger Unit, and are subject to Civil Aviation Safety Authority (CASA) regulations and restrictions.
- (c.) All participants must comply with ASALC's *Conditions of Entry Policy*.
- (d.) Smoking is not permitted anywhere on the premises.
- (e.) Alcohol is not permitted anywhere on the premises without appropriate, prior permit approval.
- (f.) ASTC supports the elimination of Single Use Plastic (SUP) items from its services, programs, events and facilities. SUP's – including cups, straws, cutlery and take away food containers – are not to be used on ASTC land or within facilities, including ASALC.
- (g.) A minimum number of **four (4)** participants, including private coaching, is required to book lane space. Once the number of participants increases to eight (8), an additional lane may be requested and provided, depending on availability.

#### 4. Applicants Responsibilities

- (a.) At all times, The Hirer is responsible for maintaining order, ensuring those in their charge comply with all instructions issued by ASALC management.
- (b.) The Hirer is responsible for the replacement or repairs of any stolen or damaged furniture and fittings. Additional charges may be incurred.
- (c.) The Hirer is responsible for any licenses, certifications, or registrations required to conduct the activities associated with their booking.
- (d.) The Hirer is responsible for ensuring the number of participants does not exceed the stated number, to ensure safe supervision is maintained.
- (e.) For large bookings (pax 100+), The Hirer will be charged for any additional staff required to maintain adequate supervision for their activity.
- (f.) The Hirer must ensure that their activity ends at the time specified on the agreement form.
- (g.) All equipment brought onto the premises must meet NT Worksafe test and tag guidelines.
- (h.) The Hirer is not permitted to make any alterations to electrical installations.
- (i.) All equipment must be removed the same day / night of the conclusion of the activity.
- (j.) The Hirer IS NOT PERMITTED to sublet any part of the facility they have hired.
- (k.) At the time of the booked activity, all NTG coronavirus conditions and restrictions apply, as stated here – [www.coronavirus.nt.gov.au](http://www.coronavirus.nt.gov.au)

#### 5. General Conditions

- (a.) The area used for the booked activity is to be left clean and tidy with all litter placed in bins.
- (b.) Depending on the area required, BBQs may be pre-booked with a hire fee payable. All booked BBQs must be cleaned after use.

#### 6. Alice Springs Aquatic & Leisure Centre Rights

- (a.) The sale of food and beverages is only permitted by prior arrangement with ASALC Management. ASALC reserves the right to refuse a permit, or apply an additional fee.
- (b.) At all times, ASALC reserves the right to manage and / or restrict access of patrons to the facility.
- (c.) ASALC may decline a hire application at its discretion, and reserves the right to not provide reasons for refusal.
- (d.) ASALC may cancel and / or amend a booking under certain circumstances. Notice of any change to a booking will be provided to the applicant at the earliest, and the hire fee refunded in full, in the event of a cancellation.
- (e.) ASALC may impose additional terms and conditions appropriate to the proposed purpose for hire. This may include additional qualified security personnel, professional cleaning, or traffic management plans.
- (f.) ASALC may charge The Hirer for additional costs arising from the activity area: not being left clean and tidy; for damage to property; and / or, for interference with other patrons using the facility. Additional costs are payable by The Hirer within 7 days of the invoice issue date.
- (g.) ASALC reserves the right to change Pool Space and Equipment hire conditions prior to / on, the day of The Hirer's booking, to meet the facility's serviceability requirements.

#### 7. Insurance and Indemnification

- (a.) ASALC accepts no responsibility for any loss or damage to goods or equipment, that have been brought into the hired premises, or anywhere in the facility, by The Hirer. Any electrical equipment belonging to The Hirer must be tested and tagged by a certified electrician prior to use onsite at the facility, in order to be approved for use.
- (b.) The Hirer accepts all legal responsibilities for public safety in the event of an accident or fire during the hire period that has been caused by the unauthorised use of electrical equipment that has not been tested and tagged by a certified electrician.

Signature: .....Date: .....

#### OFFICE USE ONLY

Date pool allocation complete

LINKS Booking ID#

Date booking confirmed

Booking confirmed by

# Facility Hire Agreement Emergency Action Plan (E.A.P)



**Please follow the Emergency Action Plan (E.A.P) below in the event of an emergency at the Alice Springs Aquatic and Leisure Centre.**

After 3 whistles heard or asked by Lifeguard to evacuate



You must evacuate immediately to the evacuation point (as directed by staff). You do not have time to collect your belongings



Continue to follow directions of Lifeguard/Centre staff

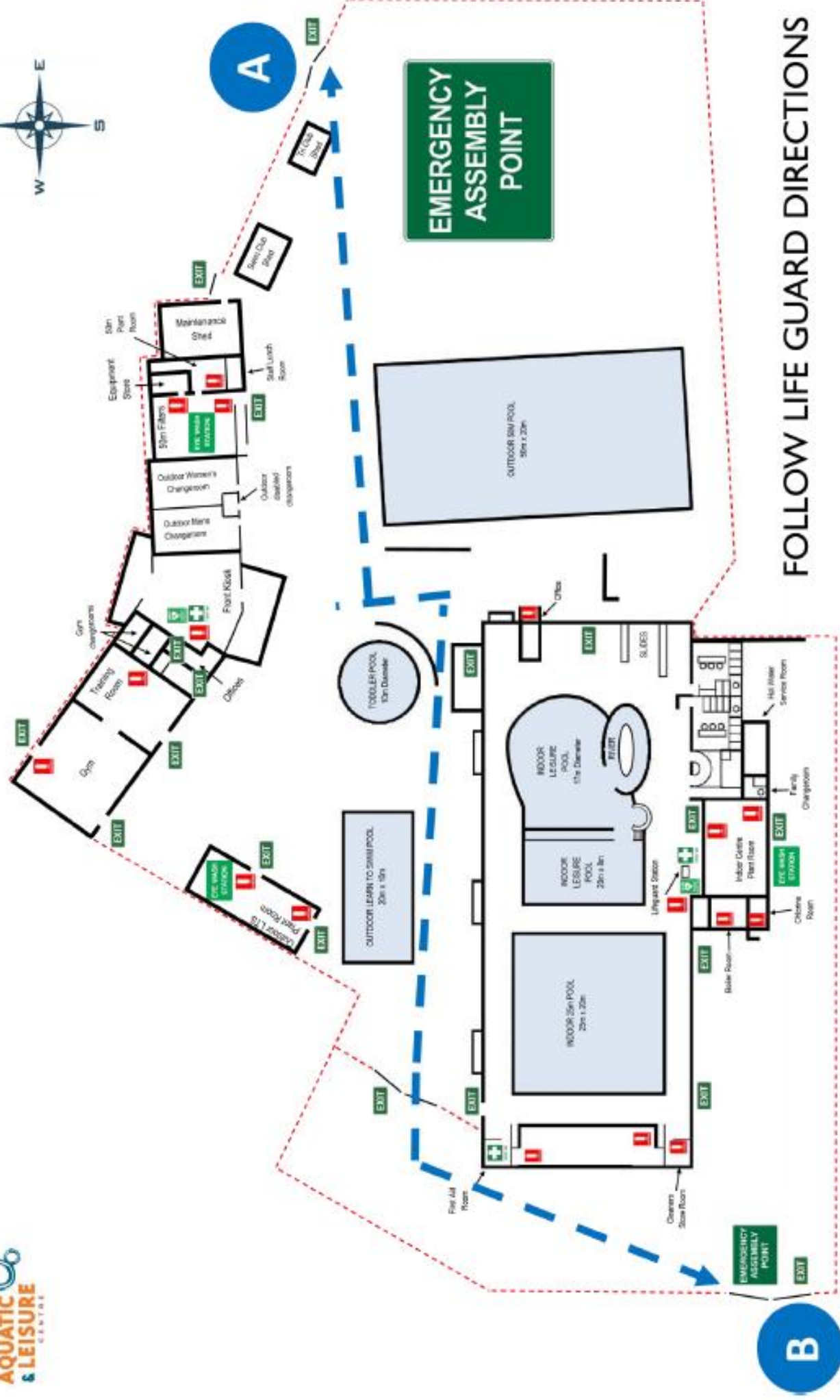


Upon being given "All Clear" by Senior Lifeguard you may re-enter the centre and your programming may continue at the direction of your specific organiser



**The Alice Springs Aquatic and Leisure Centre requires all children under the age of 10 to be actively supervised by a responsible person aged over 16 years. This includes all swim lessons, programs and events following our KEEP WATCH @ PUBLIC POOLS policy.**

**Alice Springs Aquatic & Leisure Centre 10 Speed Street  
8950 4360 | [info@asalc.com.au](mailto:info@asalc.com.au)**



**FOLLOW LIFE GUARD DIRECTIONS  
IN AN EMERGENCY SITUATION**