

At the conclusion of your booking, the hirer is responsible for ensuring the following:

Rubbish both inside & outside of the facility must be collected & placed in the bins provided.

If hiring a reserve, the main ground & perimeter must be free of any litter. This includes bottle tops, cigarette butts, paper, food scraps etc

All windows, doors & gates must be locked and lights switched off. Please be aware that if a Ranger call-out is required because the building has not been secured, or lights left on, you will be charged the applicable call-out fee.

Kitchen & toilets must be cleared of any litter and benchtops etc wiped down.

Chairs & tables to be dismantled (if applicable) and stored back where they were found

PLEASE NOTE that should additional contract cleaning be required as a result of your booking, forfeiture of your bond may occur. Basic cleaning equipment is provided in all Council facilities, however it is the Hirer's responsibility to provide any additional equipment necessary to ensure the premises are left clean and tidy.



After Hours Emergency Procedures

If you experience an emergency whilst at one of our halls or reserves during business hours Monday to Friday, please contact Recreation Services on 9550 3601.

If the emergency occurs outside of these days/hours, please contact RANGER SERVICES on 9581 2772 between 7.00am & 8.00pm

** PLEASE NOTE **

If the Duty Ranger is required to attend to any matter outside of normal working hours, the hirer will be charged the cost of the call out (minimum 3 hours).

Emergency Numbers

Mandurah Police	000 or 9581 0222
Ambulance	000
Fire Brigade	000
Peel Health Campus	9531 8000
Mandurah Taxis	9581 9777 or 131 008



So, you've just been handed the keys to a Council facility ...

Please make sure you read the important information contained in this flyer



"Participating in an Active Community"

RECREATION SERVICES
P O Box 210
MANDURAH WA 6210
Tel: 9550 3601 Fax: 9581 1026
Updated 1 February 2005



Alcohol



SUPPLYING ALCOHOL

To supply liquor free of charge means you cannot charge any money for any other service. e.g. Food or Entertainment. Within the meaning of the Liquor Act, it is deemed to be part of the sale of liquor. Therefore you can be brought before the court where a fine of up to \$10,000 could be imposed.

This also includes any donations that may be received.

SALE OF ALCOHOL



A permit or license is required to sell liquor which may be obtained for a small fee from the local Clerk of Courts. Please allow 14 days for processing. Contact number: (08) 9583 1100

B.Y.O. ALCOHOL

Guests may bring their own liquor however you MUST be in possession of a permit from the City of Mandurah.

To obtain this permit, you must have completed an Application to Consume Liquor at a Council Facility and paid the \$10.00 permit fee.



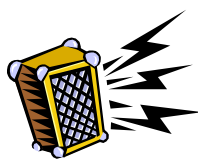
Things to Keep in Mind when hosting a party at home or at a public facility

It is important to understand that the person whose name appears on either the Facility and/or Reserve Hire Application, the Application to Consume Alcohol at a Council Facility and any other Liquor Licensing form is the person who has full responsibility for the function and for your guest's safety and well being.

Should any damage occur or infringements be issued as a result of your booking, the following consequences, or any other deemed necessary by either the City of Mandurah or the WA Police Service, could apply:

- ▶ Undue & excessive noise ~ \$5,000
- ▶ Drunk or disorderly conduct ~ \$5,000
- ▶ Anti-Social Behavior
- ▶ Your guest's safety & well being could be at risk
- ▶ Providing liquor to juveniles ~ \$5,000
- ▶ Cost of replacement & repairs for damage

Make your decision wisely, as you will be prosecuted in a court of law.



EXCESSIVE NOISE

If you cause or allow noise that is at an unreasonable volume, you are committing an offence. This can result in your equipment being seized, and penalties in court can be up to \$5,000!!

UNFORESEEN INCIDENTS

If after consuming liquor at your function and any of your guests are injured or injure someone else, you may be held responsible.

Keep an eye on the guests and try to pick up if something is not quite right. Confront the problem and try and deal with it calmly and rationally. If the problem becomes too volatile, seek help from either friends or the police as soon as possible.

