

Sports Field Bookings Form

Field Name: _____

Dates Requested:

From: _____ To: _____

Purpose of Booking: Season Booking Training Use Casual Use

✓ Tick As Appropriate		Requirements	
		Yes	No
1	Lights	<input type="checkbox"/>	<input type="checkbox"/>
2	Showers	<input type="checkbox"/>	<input type="checkbox"/>
3	Toilets	<input type="checkbox"/>	<input type="checkbox"/>
4	Canteen	<input type="checkbox"/>	<input type="checkbox"/>
5	Line Marking Upkeep	<input type="checkbox"/>	<input type="checkbox"/>
6	Grandstands	<input type="checkbox"/>	<input type="checkbox"/>
7	Extra Bins	<input type="checkbox"/>	<input type="checkbox"/>
8	Other	<input type="checkbox"/>	<input type="checkbox"/>

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Start Time							
End Time							
Lights							

Signature of Representative: _____ Printed Name: _____

Contact Details:

Phone: Mobile _____ Home: _____

Address: _____

Position: _____

Sporting Group Name: _____

Please Attach Public Liability Insurance Details:

For Bookings and Use Charges See Sports Field Booking Fees and Charges in Management Plan:

Date of Payment:		Amount Paid:	
Receipt Number:		BLN:	51 722 .301
Bond Payment:		Refund of Bond:	
Bond Receipt:		Date Refunded:	

How to book a Council Sporting Field

To book a sporting field for either...

- An allocation for the summer or winter season
- A seasonal training allocation
- A one-off sporting event
- A one-off community event or function
- School sport or physical education classes.

You must make an **application in writing** to the contact address for the area where the sporting field is.

Moree Town Fields & Village Ovals

Taylor Oval

Ron Harbourne Oval (Greenbah Ovals)

Boughton Oval (CURRENTLY UNAVAILABLE)

All Village Ovals

Cricket, Football

Training ovals (Lights), Cricket, Soccer, Hockey, Golf Practice Range

Training oval (Lights front), Athletics, Football, Cricket, School Sports Carnivals.

Boggabilla, Boomi, Pallamallawa, Garah, Mungindi

Please note:

That the welfare of all children entering these grounds is your Responsibility, they must be supervised at all times and not be left unattended.

Council is not responsible for any injury sustained by users or visitors at or about these grounds.

No alcohol to be bought onto or consumed at these grounds.

Please clean up rubbish up after all events.

Council recommends users all wear personnel protection equipment whilst using the above grounds.

Contact address is:
Sports Field Bookings
Engineering Department
Moree Plains Shire Council
PO Box 420, Moree, 2400

CONDITIONS OF USE OF COUNCIL CONTROLLED SPORTING FIELDS.

All users of Councils Sporting Fields are required to comply with the following conditions:

1. User groups shall ensure that players, members, supporters and any persons attracted to the activity / event shall adhere to Council ordinances as displayed on park signage. Any exceptions, such as taking of vehicles onto any grassed surface must have prior approval from Council's Works section.
2. Notification for sports field lighting must be made with the application for use, any additional times must be made through the Council's Works section. Payment for the use of sport field lighting and grandstand hire is to be made in 14 days in advance and in accordance with Councils current Fee's and Charge's.
3. If electricity is to be used to conduct the activity / event, all electrical installations and leads are to conform to the relevant Australian Standards.
4. No Alcohol or Glass bottles are to be taken onto Sporting Fields.
5. Prior to the commencement of each sporting season, Council will help to erect goalposts. The set out and line marking of each playing field will be completed when payment has been received. Additional requests for the line marking of extra fields or lines can be made through the works department at additional cost to the user group.
6. User groups are to carry out an inspection of the ground surface to ensure the surface is in a suitable condition prior to conducting an activity / event. A similar inspection should be made at the conclusion of the activity / event. User groups are to complete inspection forms before use of grounds and report back to council any issues within 24 hours
7. User groups are to use those fields, which they have been allocated. Application to use alternate fields can be made through the Engineering Department at councils Works Depot.
8. Council's works section retains the right to close sporting fields at any time that it is considered necessary. Council will endeavour to notify user groups and advertise decisions when possible. Enquiries about sporting field closures during work hours can be done through councils call centre on 6757 3222. After hours user groups are to use their discretion in the event of sudden heavy rains or storms. If unsure contact Council's after hour's emergency by phoning 0427573281, Quote the sporting fields name and leave a contact number.
9. User groups are responsible for supply of toilet paper, as well as the cleaning of change rooms, amenities and collection / removal of any litter generated by the activity / event. Should litter not be cleaned up, Council will charge the user group a cleaning fee at current market rate (\$120.00 per field).
10. By Contacting Councils Waste officer , Council can make the provision of additional litterbins(Charges Apply).
11. User groups provide a current copy of your Public Liability Insurance with a minimum cover of \$20 Million to Council.
12. The user groups agree that all activities associated with the hire of the fields and facilities shall be suitably supervised at all times.
13. The user groups shall pay a bond for use of the fields, amenities and provision of keys. The bond is to be paid at the start of each season and will be refunded upon the adherence to these conditions and the return of the keys at the end of the season.

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14. The user groups will nominate a person to be responsible for the keys; the loss of keys will result in the user group being charged for the replacement of keys and new locks.
15. Supply council with draw of competition 14 days prior to season or event.

All vandalism and or damage to Council's facilities must be reported to Council within 24 hours.

