



# Leeton Indoor Stadium Booking Form

## CONTACT DETAILS

<b>Association/ School/Other:</b>	
<b>Primary Contact:</b>	<b>Mobile:</b>
<b>Email:</b>	
<b>Alternative Contact:</b>	<b>Mobile:</b>

## EVENT DETAILS

<b>Event Title/Name:</b>		<b>No. of Participants:</b>	
<b>Event Description/Type of Activity: (please tick)</b> <input type="checkbox"/> Casual <input type="checkbox"/> Competition <input type="checkbox"/> Training <input type="checkbox"/> School <input type="checkbox"/> Other:.....		<b>Number of Courts: (please tick)</b> <input type="checkbox"/> One <input type="checkbox"/> Two <input type="checkbox"/> Other:.....	
<b>Start Date:</b>		<b>Finish Date:</b>	
<b>Start Time:</b>		<b>Finish Time:</b>	
<b>Equipment Required:</b>		<b>Additional Requests or Comments: (please tick)</b> <input type="checkbox"/> Lowered rings <input type="checkbox"/> Scoreboards <input type="checkbox"/> Outdoor courts <input type="checkbox"/> Kiosk <input type="checkbox"/> Other:.....	

**RETURN TO:** Recreation Facilities & Program Coordinator

**Email:** [recreation@leeton.nsw.gov.au](mailto:recreation@leeton.nsw.gov.au)

📍 For further enquiries please contact Maddy Clyne on 0499 787 618



## **Leeton Indoor Stadium Booking Terms and Conditions**

- Forms must be completed in full and emailed through 2 weeks prior for organised events and 48 hours prior for casual bookings
- Bookings will not take effect until a confirmation email or message is received
- Please be aware if bookings exceed the designated finish time by more than 10 minutes, a fee will be incurred up to the next half hour.
- Tentative bookings must be confirmed a minimum of 2 weeks prior to event scheduling
- The Stadium will not open for junior training or competitions without a supervisor present. E.g. parent/coach/committee member/teacher
- Failure to cancel a confirmed booking may incur full charge of the hire fee.
- Correct footwear must be worn, and Stadium rules adhered to.
- Organisations and sporting associations must present to Council evidence of a current public liability policy with a minimum cover of \$20 million (attach photocopy)
- Damage to any stadium property will be at the expense of the hirer