

# Sports Field Hire

Effective from July 2023 to June 2024

## Use of Community and Crown Land

Use this form to apply to use Council managed sports grounds for:

- Organised competition sport
- Organised physical training or sports training
- Organised social sports (including Bubble Soccer)
- School sport

**A minimum of two weeks' notice is required to process the application. Not all sports are suitable to be played at all sports grounds.**

If approved, written confirmation permitting the use of parks or open space within the Woollahra Council Local Government area at the times and locations specified below, will be issued to the applicant. This confirmation must be in possession of the applicant and on-site at all times.

If an amusement device or temporary structure is to be installed as part of the event, an Activity Approval may also be issued for the structure. Complete the separate Temporary Structures e.g. Marquee, fete stall etc. and/or Amusement Devices e.g. jumping castle etc. Application form and attach to this application.

For further information, please contact Customer Service Centre on (02) 9391 7000.

## Applicant details

**Name:**

**Club / School / Company name:**

**Address:**

**Phone:**  **Email:**

**Number of players / students using field:**  **Age group:**  **Gender:**

**What percentage of club members/school students reside within Woollahra's Local Government area?:**

Clubs and other sporting groups only:

**Is your club / school a Good Sports Club?**  Yes  No

Visit [www.goodsports.com.au](http://www.goodsports.com.au) for more information.

## Site details

**Park location:** please tick the applicable box(s):

<input type="checkbox"/> Lyne Park*	<input type="checkbox"/> Lough Playing Fields	<input type="checkbox"/> Rushcutters Bay Park (Oval 1 – soccer)
<input type="checkbox"/> Christison Park 1*	<input type="checkbox"/> Trumper Oval*	<input type="checkbox"/> Rushcutters Bay Park (Oval 2 – cricket / rugby)
<input type="checkbox"/> Christison Park 2	<input type="checkbox"/> Steyne Park	<input type="checkbox"/> Woollahra Oval No.2 (winter only)*
<input type="checkbox"/> Christison Park 3	<input type="checkbox"/> Lower Cooper Park	<input type="checkbox"/> Woollahra Oval No.3 (winter only)*
<input type="checkbox"/> Christison Park 4	<input type="checkbox"/> Andrew Petrie Oval* (Woollahra Synthetic)	<input type="checkbox"/> Woollahra Oval No.2/3 (summer only)
<input type="checkbox"/> Christison Park Multi-Purpose Court 1	<input type="checkbox"/> Christison Park Multi-Purpose Court 2	* Floodlights available

**Date(s):**

*(for seasonal hirers or multiple bookings, please attach list of dates to the application)*

**Note:** Summer seasonal period: 1 October – 31 March / Winter seasonal period: 1 April – 30 September

**Purpose of hire:**

**Start time:**

**Finish time:**

**Lighting required?**

*(\*see above for available locations)*

*(indicate time required for flood lights)*

**Change room required?:**

*(please tick the applicable box(s))*

Andrew Petrie Oval    Lyne Park    Trumper Oval    Woollahra Oval 2/3

**Is the sport to be played out of season?:**

*(e.g. Rugby competition / training in summer)*

**Is non-standard line marking of field required?:**

*(e.g. 5 a side soccer tournament required non-standard field dimensions)*

**Note:** Non-standard line marking and /or out of season goal post installation may not be able to be provided in some instances

## Insurance details

The applicant must supply Council with a copy of the Certificate of Currency showing Public Liability Insurance to the value of at least twenty million dollars (\$20,000,000) per claim for the intended period of hire.

**Are you hiring for:**

A sporting body?	<input type="checkbox"/> Yes <input type="checkbox"/> No	A corporation?	<input type="checkbox"/> Yes <input type="checkbox"/> No
A club?	<input type="checkbox"/> Yes <input type="checkbox"/> No	An incorporated body?	<input type="checkbox"/> Yes <input type="checkbox"/> No
An association?	<input type="checkbox"/> Yes <input type="checkbox"/> No	A school	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you have answered **Yes** to any question above, you are required to provide evidence of your Public Liability Insurance.

If you have answered No to all of the questions above, is the activity you are requesting to hire for:

Non-commercial?    Yes    No                      Not for profit?                       Yes    No

If you have answered No to either question above, you are required to provide evidence of your Public Liability Insurance.

## Activity approval checklist

1. Do you intend having an Amusement Device e.g. jumping castle, petting zoo, inflatable perimeter for bubble soccer etc? If so, have you completed the [Amusement Devices Activity Approval](#) application form and attached it to this form?  Yes  No
2. Do you intend having a Temporary Structure e.g. Marquee? If so, have you completed the [Temporary Structures Activity Approval](#) application form and attached it to this form?  Yes  No

## Conditions of Hire

Full Conditions of Hire associated with this application can be accessed at:  
[www.woollahra.nsw.gov.au/park-hire-general-conditions](http://www.woollahra.nsw.gov.au/park-hire-general-conditions)

## Indemnity statement and applicant's declaration

You, the applicant, indemnify Council from and against all actions, claims, costs, losses, expenses, and damages (including the costs of defending or settling any action or claim) in respect of:

- Loss of, loss of use of, or damage to property of Council; or
- Personal injury (including death) or illness to any person or loss of, loss of use of, or damage to any property; resulting from or by reason of anything done or omitted to be done by you arising out of your activities undertaken at or on Council's land / near Council's facility.

Your liability to indemnify Council is reduced proportionally to the extent that a negligent act or omission of Council or its employees has contributed to the injury, damage, or loss.

I have reviewed the Conditions of Hire relating to this application available at:  
[www.woollahra.nsw.gov.au/sports-field-hire-conditions](http://www.woollahra.nsw.gov.au/sports-field-hire-conditions)

### Applicant's declaration:

I,  declare that

I have read, understood, and accept the conditions of hire. I accept that all these conditions must be complied with on the day(s) of the activity.

Applicant's signature

Date

## Fees (Fees are valid until 30 June 2024)

Type of fee	Fee	Receipt code
<b>SUMMER BOOKINGS:</b>		
<b>Turf Cricket Wicket:</b> (per day use and Sunday hire only) Trumper Oval, Woollahra Ovals 2 and 3	\$1,364.00	T334
<b>Synthetic cricket wickets and other summer sports:</b> Christison Park Ovals 1, 2 and 3, Steyne Park, Lough Playing Fields 1 & 2 (Junior), Rushcutters Bay Park 1 and 2, Lower Cooper Park 1 & 2 (Junior)		
Community / Not-for-profit / schools (hourly rate)	\$77.00	T334
Standard / Commercial (hourly rate)	\$110.00	T334
<b>WINTER BOOKINGS:</b>		
Trumper Oval, Woollahra Ovals 2 and 3, Christison Park Ovals 1, 2 and 3, Steyne Park, Lough Playing Fields 1 & 2 (Junior), Rushcutters Bay Park 1 and 2, Lower Cooper Park 1 & 2 (Junior)		
Community / Not-for-profit / schools (hourly rate)	\$77.00	T334
Standard / Commercial (hourly rate)	\$110.00	T334

Type of fee	Fee	Receipt code
<b>Andrew Petrie Oval (Woollahra Synthetic):</b>		
Community / Not-for-profit / schools (hourly rate)	\$157.00	T341
Standard / Commercial (hourly rate)	\$314.00	T341
<b>ALL YEAR</b>		
<b>Multi-Purpose Courts:</b> Christison Park Courts 1 & 2		
Community / Not-for-profit / schools (hourly rate per court inclusive of lights)	\$20.00	T48
Standard / Commercial (hourly rate per court inclusive of lights)	\$42.00	T48
<b>Athletics Carnivals, Gala Days:</b>		
<b>Trumper Oval</b>		
Please note - other fields may be suitable depending on the activities planned. This needs to be discussed with Council officers.		
Schools located within the Woollahra LGA (daily rate per field)	\$251.00	T334
Schools located outside the Woollahra LGA (daily rate per field)	\$436.00	T334
<b>Additional fees:</b>		
Line marking (subject to approval)	\$454.00	T334
goal post installation (subject to approval)	\$405.00	T334
Key issue (per key)	\$125.00	T28
Floodlights (per hour)	\$21.00	T334
<b>Cancellation fee</b>		
Applicants must contact Council in writing. A fee of \$55.00 is retained, if applicant cancels with a minimum of two weeks prior notice. Otherwise no refund is given	\$55.00	T334
<i>Multi-Purpose Courts ONLY – no refund given.</i>		
<b>Wet Weather cancellation</b>		
A fee of \$55.00 is retained, if applicant contacts Council in writing no later than two weeks after the planned event. Otherwise, no refund is given.	\$55.00	T334
<i>Multi-Purpose Courts ONLY – refund applicable in certain circumstances only – refer to hiring agreement for details.</i>		

## Privacy and conditions of use

For more information about Privacy & Personal Information Policy: [www.woollahra.nsw.gov.au/privacy](http://www.woollahra.nsw.gov.au/privacy).

## Lodgement details

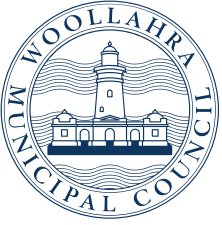
<b>Mail to:</b>	Woollahra Municipal Council PO Box 61 Double Bay 1360	<b>In person:</b>	Council Chambers 536 New South Head Road Double Bay NSW 2028
<b>Email:</b>	<a href="mailto:records@woollahra.nsw.gov.au">records@woollahra.nsw.gov.au</a>	<b>Telephone:</b>	(02) 9391 7000
<b>Website:</b>	<a href="http://www.woollahra.nsw.gov.au">www.woollahra.nsw.gov.au</a>		

## Payment methods:

Payment can be made at our Customer Service Department by the following methods: cash, EFTPOS, Money Order cheque (make cheques payable to Woollahra Council), or credit card – American Express, MasterCard or Visa.

Credit card payments will incur a processing fee.

OFFICE USE ONLY	
<b>CSO name:</b>	<input type="text"/>
<b>Synthetic field hire (T341):</b>	<input type="text"/>
<b>Multi-purpose courts (T48):</b>	<input type="text"/>
<b>Turf field hire (T334):</b>	<input type="text"/>
<b>Key deposit (T28):</b>	<input type="text"/>



# Payment Form

## Payment methods

Payment in person at Council's Customer Service Centre can be made in cash, EFTPOS, cheque or money order or credit card (American Express, MasterCard and Visa).

## Payment details

All credit card payments will incur a processing fee of 0.55%.

Separate cheques are required for integrated development fees to the relevant body. Cheques and money orders are payable to **Woollahra Council**.

Payments should be sent to Woollahra Council at: 536 New South Head Road DOUBLE BAY NSW 2028;  
PO Box 61 DOUBLE BAY NSW 1360

## Privacy notice

The personal information in this form is required under the Environmental Planning and Assessment Act 1979 and will only be used for processing of payments. If you do not provide the information, Council will not be able to process your payment and application. Payment information is restricted to Council officers. Council is to be regarded as the agency that holds the information. You may request amendment of any personal information held by Council that is incorrect.

## Payment particulars

Payment for:

Council reference:

Application address:

## Credit card details

Card type:

Visa

MasterCard

American Express

Card number:

Cardholder name:

Expiry date:

Total amount paid \$:

CVV:

Cardholder signature:

Contact number

## OFFICE USE ONLY

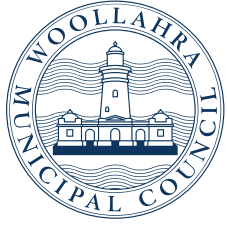
Cashier's name:

Cashier's signature:

Payment processed: Yes

No

Date:



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Visa

MasterCard

American Express

Card number:

Cardholder name:

Expiry date:

Total amount paid \$:

CVV:

Cardholder signature:

Contact number

## OFFICE USE ONLY

Cashier's name:

Cashier's signature:

Payment processed: Yes

No

Date: