

Redlands High Country Campus Booking Form

Part A Hirer Details			
Hirer's full name (including ABN/ACN):		Group Leader's Name: <i>(This will be the primary contact)</i>	
Hirer's address:		Group Leader's email address:	
Hirer's email address		Group Leader's contact number:	
Hirer's contact number:			
Part B Booking Details			
Event:		Number of guests: <i>(including children and staff)</i>	
Hire Period: <i>(insert arrival date to departure date, inclusive)</i>	<u>Arrival date</u>	<u>Departure date</u>	
Arrival / departure time:	<u>Arrival time</u>	<u>Departure time</u>	
Part C Hire Requirements			
Camping ground <i>(total number of campers)</i>		Dormitory <i>(total number of people requiring Dormitory accommodation)</i>	
Building 1 including kitchen and Caterer		Building 1 excluding kitchen	
Building 2 - 1 Bed with Ensuite (A)		Building 2 - 1 Bed with Ensuite (B)	
Building 2 - 3 Bed Apartment		Building 3 - 1 Bed with Ensuite	
Building 3 - 2 Bed Apartment		Building 4 Recreation/Storage Room	
Part D Payment details			
Hire Fee <i>(total cost of all camping grounds, buildings and dormitories)</i>	\$		
Deposit: <i>(20% of the total price)</i>	\$		
Part E Terms and Conditions			
Confirmation:	Thank you for your booking request. Once we have received your deposit and a fully completed signed Booking Form we will be able to confirm the booking. By paying the Deposit and signing this Booking Form, you confirm that you wish to proceed with the booking on the basis of the details in the form, and confirm your agreement to the Terms and Conditions of Hire. You acknowledge that your booking will not be confirmed until you receive a written acceptance from us that we have received the correct Deposit and all required information to make the booking.		
Terms and Conditions:	The Terms and Conditions applicable to your booking are available on the Redlands website.		
Hire Fee:	Final numbers of Guests (including all children and adults) and Building hire must be provided at least 14 days prior to arrival.		

	It is essential that the final numbers of Guests sent to Redlands is accurate
Food allergies (if Building 1 including kitchen option is selected)	If any Guest has a life-threatening food allergy, the Hirer must also provide evidence to Redlands that it has notified the Caterer of: (a) the name of the Guest; (b) the name of the nominated special diets co-ordinator within the Hirer's group to act as a liaison; (c) an ASCIA action plan for that Guest; and at least 14 days prior to the Hire Period. The Hirer agrees to ensure that the Guest has available at all times during the hire period an epi-pen or such other life-preserving medical interventions as may be reasonably necessary having regard to the Guest's specific allergy situation,
Cancellation:	All deposits are non-refundable if a cancellation is made by you unless another booking can be secured by Redlands for the applicable dates. Please refer to Terms and Conditions of Hire (clause 10) for full details.
Insurances	Prior to the Hire Period, you are required to provide us with evidence (such as certificates of currency) that you are able to comply with our insurance requirements. These include at a minimum: • public liability insurance (for \$20 million for each and every occurrence); and • workers compensation insurance for all of your staff who will be attending. For further information refer to the Terms and Conditions of Hire (clause 14).
Recreational Services	The services that are provided by Redlands including accommodation at the Site are recreational services for the purpose of the Civil Liability Act. All reasonable steps have been taken by Redlands to reduce any safety risks. However, all recreational activities carry some degree of inherent risk. To the extent permitted by law, the Terms and Conditions of Hire exclude Redland's liability for the realisation of those risks. For further information refer to the Terms and Conditions of Hire (clause 12).

By signing this Booking Form I acknowledge that I have read and agree to the details and terms set out in this Booking Form and the Terms and Conditions of Hire which are available via link on the Redlands website.

I confirm and warrant that I am authorised to enter into this agreement for hire on behalf of the Hirer and to bind the Hirer to its terms.

Booking Form Signed for and on behalf of the Hirer:

Signed: _____ **Date:** _____ **Position:** _____

Name: _____