

Berkeley Community Centre  
 Tel: 4271 1661  
 PO Box 103, Berkeley, NSW, 2506

# Application Form for Regular Users

This application is to be read in conjunction with the  
 Conditions of Use, Fee Negotiation Sheets & (if applicable) Licence Agreement

Office Hours Monday to Friday 9am to 5pm  
 Phone 02 4271 1661 Fax 02 4272 1007

The contact information provided on the Application Form will be the only address utilised for all correspondence including invoices unless specified.

Organisation:

Name:

Address:

Phone:

Mobile:

Fax:

Email:

Category

- Non Profit - Proof must be provided
- Other
- Alcohol – High Risk Conditions Apply

Current Liability Insurance Attached Yes / No

Type of Activity:

Number Attending: \_\_\_\_\_

Commencement Date of Activity	Last Date	Room	Arrive	Depart	Total Hours	Recurring Booking Details/Additional Information
Example 01/02/09	22/12/09	Laurel	8.00am	10.00am	2	Every Monday except Public Holidays or School Holidays (LIST DATES)

**Equipment Requirements and Instructions:**

I have read the Conditions of Use and (if applicable) License Agreement and I/the organisation agree to abide and be bound by these conditions/agreement.

Signature:

Name:

Date:

Office Use Only

- Entered RMS
- Invoice Raised
- Requirements entered in day book
- Hours of Use Recorded