

Application for Park Hire for a Ceremony

Please tick type of Ceremony:

Wedding/Commitment
 Naming
 Memorial
 Other.....

Name and Address:

Name:

Address:

Phone Number:

Email Address:

Park:

Botanic Gardens Location:
 Bush Chapel
 Gazebo
 TAFE Rooms
 Anzac Park Location:
 Rotunda (N/W Side)
 Gazebo (S/E Side)
 Other
 Bicentennial Park Location:
 Oxley Lookout Location:
 Other Park Name:..... Location:

Do you object to another wedding/naming ceremony being held in the park at the same time as your booking?

Yes No

Comments:.....

Date of Booking:

Date:/...../..... Start Time: Finish Time:

NOTE: The start time is when you will arrive at the park/garden to set up for the event.
The finish time is when you will leave the park/garden (after the ceremony and photos).

Conditions for application for use of Council Parks:

- No alcohol is to be consumed;
- There is to be no reception held in the park;
- No paper/synthetic confetti is to be thrown;
- Nothing inserted into the ground (i.e. marquee pegs/stakes);
- No vehicles permitted beyond designated roads;
- The park is to be left in a clean and tidy condition;
- The booking will be confirmed upon payment;
- Unless prior arrangements are made, and additional fees paid, the gates to the Botanic Gardens will close at 5pm;
- Any requests for access or services outside of the that detailed in this form (e.g. if vehicle access is required or marquee to be erected) will require an on site meeting to be arranged with parks staff prior to the event date;
- All cancellations and requests for refund must be in writing;
- The applicant is liable for any damages to park infrastructure as a result of their event; and
- All Council parks are open to the public and therefore exclusive use is not guaranteed.

Signed: Date:

Office Use Only:

Entered into Booking System by:

Date:

Receipt No.:

Amount Paid: \$