



LOTTERIES HOUSE CONFERENCE ROOM BOOKING FORM

Name of Group:.....

1st Contact Name:.....Phone No.....

2nd Contact Name:.....Phone No.....

Address:.....

Suburb:.....Post code:.....

Email:.....

ROOM HIRE DETAILS:

ACTIVITY	DAY	DATE	START TIME	END TIME	# PEOPLE

ROOM HIRE FEES:

- Non Profit Organisation \$33 per 3 hr block
- Private Organisation \$70 per 3 hour block
- Tenant (Complimentary)

REFUNDABLE BOND:

- Key \$10.00

We hereby apply to hire Lotteries House Conference Room as detailed above. We acknowledge and accept the attached terms and conditions.

KEY NUMBER:.....

SIGNATURE:.....

DATE:

KEY DEPOSIT RETURNED: \$.....

City of Albany Signature:..... **Date:**

Hirer Signature: **Date:**