

Office Use:

Total Cost: \$ _____ Invoice #: _____ Code: _____

Food Permit Rqd? Y / N MSW Sighted: _____

MSW Signature: _____
*Mainstreet Staff member sign to accept booking and in system***Mainstreet Whanganui Inc**36 Ridgway Street
PO Box 373
Whanganui
Phone: 06 348 0157
Fax: 06 348 0159**AGREEMENT TO HIRE Majestic Square****1. YOUR DETAILS:**

Organisation Name: _____

Event Name: _____

Contact Name: _____

Email Address: _____

Physical Address: _____

Mobile: (_____) _____

2. BOOKING DETAILS: *(Please include set up and pack down times)*

Booking start Date: _____ Start Time: _____ (AM/PM)

Booking end Date: _____ End Time: _____ (AM/PM)

I/We are using the space for: *(give details)*

3. BOOKING AREAS AND COSTI/We would like to apply to hire the following: (Tick as many as apply) Majestic Square Stage *No Charge* Forecourt & Paved areas *No Charge* Steps *No Charge* Grassed areas *No Charge*I/We also require the following: (Tick as many as apply) Power \$20.00 per day (inc GST) Use of PA System \$75 per day (inc GST, set up and pack down, amplified sound check – includes 1 hour of staff) Monitoring \$40 per hour (inc GST)**Total Cost: \$ _____ . ____ inc GST**

I / We agree to comply with conditions of hire. I/We agree that by completing this form I/We agree to pay Mainstreet Whanganui the amount quoted and that this form represents a binding agreement between me/us and Mainstreet Whanganui.

I, the hirer, accept and understand the contract conditions and confirm the above is true and correct:

Print name _____

Signature _____ **Date** _____

CONDITIONS OF HIRE

1. A food Permit is needed when preparing or selling food. This food permit is attainable from Whanganui District Council directly or on their website and **MUST** be displayed along with this document
2. Majestic Square sites can be pencil booked up to 6 months in advance on application to Mainstreet Whanganui. The pencil booking will be formalized upon receipt of this completed application form. Mainstreet Whanganui reserves the right to limit bookings from one organization
3. Food preparation and cooking must take place on the grassed areas or approved food cart/truck. Additional fees may be charged if stains (food/vehicle grease or otherwise) are left over after your hireage. The hirer shall leave the area tidy during and after the usage.
4. The hirer shall not use any space within Majestic Square for any purpose other than agreed.
5. Majestic Square cannot be used to store any product, substance or object during or after your event
6. The hirer must provide their own Job Hazard Analysis and are responsible for managing this for all people entering their area during their hireage from set up to pack down
7. The hirer is responsible for managing the following noise levels within the boundary of Majestic Square:
 - Exceed 60 decibels between 7.00am and 10.00pm
 - Exceed 40 decibels between 10.00pm and 7.00am
8. All amplified music must complete a sound check by a Mainstreet Wanganui staff member and be approved at Mainstreet's discretion
9. Prohibited content Includes: • Election advertising by candidates • Religious or Political Notices • Any content considered inappropriate, offensive or obscene by Mainstreet Whanganui. Mainstreet Whanganui has the absolute right to shut down any booking prior or during an event if it is not deemed suitable for any reason without prejudice
10. If any dispute arises between the parties of this Hire Agreement arising out of or in connection with this agreement it is agreed that the dispute or difference will be referred to an independent mediator whose decision is final and binding.

PLEASE ENSURE THAT YOU HAVE READ THE CONDITIONS OF AGREEMENT