

Hard Surface Courts

Form Preview

Guidelines - Hard Courts

* indicates a required field

Applicants:

The City of Melville's sports grounds are allocated to existing local sporting clubs, organisation and casual users throughout the year. A high volume of training sessions, games, functions and events are booked at all reserve but particularly the sports reserves for summer and winter sporting clubs. Due to these allocations, not all sports grounds may be available for casual bookings.

Please note, casual bookings requests may be declined if they conflict with prior bookings and/or Club allocations or if the nature of the booking is not considered appropriate for the requested reserve.

This application is to request the hire of court only. To hire any facilities at a sporting reserve (i.e. clubrooms or halls), the applicant may be required to contact the relevant sporting association or lessee.

Please access our [Conditions of Hire here](#). By lodging an application, the applicant agrees to adhere to the Conditions.

The application should be submitted no less than two working days before the event date.

Incomplete applications received will not be considered. If you have any questions in regards to the guidelines and Conditions, please contact the **Bookings Officer on 08 9364 0611**.

Confirmation of Guidelines

I confirm that I, the applicant, have...

- read and understand the guidelines and Conditions of Hire
- agree to abide by the conditions attached subject to approval of hard courts
- attached the Certificate of Currency for Public Liability Insurance for the applicant (where the applicant is a school, business or non-profit organisation)

*

☐ Yes

☐ No

You must confirm that all statements above are true and correct.

Contact Details

* indicates a required field

Privacy Notice

City of Melville pledges to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended

Hard Surface Courts

Form Preview

by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*. To view our privacy statement, go to the [City of Melville Website](#).

Applicant Details

Applicant Name *

Position (Individual's role in Organisation) *

Email *

Must be an email address.

Please advise if the booking is on behalf of one of the following groups: *

- ☐ School
- ☐ School Sports Association
- ☐ Sporting Club or Association
- ☐ Commercial Business
- ☐ Non-Profit Organisation
- ☐ Other:

Booking Details

*** indicates a required field**

Requested Courts

Please indicate which court/sports ground you would like to hire. For large multi-purpose courts, please add the specific area you propose to use (e.g. Dyoondalup Point Walter Reserve - West netball courts 1 & 2)

Court Name - First Choice *

Second Choice (if first choice is unavailable)

Booking Details

Please provide information about the Booking.

Hard Surface Courts

Form Preview

Purpose of Activity *

- ☐ Netball ☐ Tennis ☐ Basketball ☐ Hockey ☐ Sporting activities ☐ Other:

Name/ Type of Booking:**Describe planned activities/equipment required *****Booking Date ***

Must be a date.

Start Time (including set-up time) ***Finish Time *****Number of adults expected to attend ***

Must be a number.

Frequency of Booking *

- ☐ One off event
☐ Regular booking
☐ Other:

Date	Start Time	Finish Time	Court/s Required
Must be a date.	Time includes event set-up.	Time includes event pack-down.	

Additional Dates

If a single event spans more than one day, the applicant may be permitted to lodge one application for multiple dates. Please consult the Booking Officer before submitting the application to ensure separate forms are not required.

Hard Surface Courts

Form Preview

Does the event span more than one date?

☐ Yes ☐ No

Toilets and Onsite Facilities

There are limited numbers of public toilets available. We recommend that you attend the proposed courts in advance to ensure the facilities are sufficient for your booking.

If a key is required to access onsite toilets, instructions on how to access toilets will be issued once a confirmed booking is made.

Have you checked whether there are sufficient toilets at the reserve? *

☐ Yes ☐ No

Further Information

Please provide any relevant information