**pHIRE OF CLUB FACILITIES POLICY**

**Rationale**

Myrtleford Lawn Tennis Club Inc. has facilities that community groups may be interested in hiring. Fair and reasonable hiring arrangements can prove mutually beneficial.

**Aims**

We will provide the community access to some of our facilities while ensuring the protection and

maintenance of these facilities.

Club members will be favoured in the hiring of any Club facilities.

The facilities considered under this policy are the Club House, barbeque area, clubhouse surrounds

and courts.

**Implementation**

The General Committee of the Myrtleford Lawn Tennis Club has the authority to allow the use of Club facilities by outside bodies when the facilities are not required for Club purposes and have the

responsibility to establish the terms and conditions of use.

The Myrtleford Lawn Tennis Club has decided to make some facilities available for hire to external groups under the following conditions: -

That Myrtleford Lawn Tennis Club and the hirer before use, sign a written hiring agreement.

That the written agreement cover such items as:-

Hiring fee and the bond,

The period of the agreement, specific times of use and areas of use,

Contact names and telephone numbers of both parties,

Access and security arrangements including arrangements with keys and locking up,

Damage to property and arrangements to repair any damage,

Cleaning arrangements,

Car parking,

Notification arrangements to the hirer if the Club requires the facility during the normal hire

period,

The Myrtleford Lawn Tennis Club’s right to revoke the agreement at any time.

The Club will respond to any concerns made by the hirer of unsafe or dangerous equipment,

buildings or facilities.

The Myrtleford Lawn Tennis Club reserves the right not to hire facilities to groups it does not wish

associated with the Club.

The General Committee will charge a lesser fee for the use of facilities by Club Members.

A delegated officer will be given the day-to-day contact for groups hiring Club facilities.

This policy shall be reviewed each year.

**Hire Rates**

The hire of courts and other facilities is decided annually and appropriately displayed.

The Bond for the hire of the Club House is $500 and this is paid prior to the event.

For external organizations the hire of the Club House is $200, if the MLTC Inc. can operate the bar

the cost is reduced to $150. For club members, the costs are $150 and $100 respectively.

Court Hire is determined annually.

Other facility hire costs can be negotiated by the Management Committe.