

CONTRACT FOR THE USE OF KINDERGARTEN FACILITIES

(to be completed when the Kindergarten facilities are to be used by other than the Teachers or Parent Group)

I/we wish to use the..... Kindergarten facilities

Located at.....

onbetween the hours of

(Note the premises are only available during the day on weekends)

I/we wish to use the facilities for the purposes of.....

.....

I/we understand that if the use of the facilities is approved it will be subject to the following conditions which I/we accept in advance.

- I/we indemnify the Teachers and Parent Group of the Kindergarten and the Lower Hutt Kindergarten Association (including its employees and Governing Board Members) from any responsibility whatsoever regarding the health and safety of any person using or in the facilities during the period I/we are responsible for the facilities
- I/we will personally be in attendance during the entire duration of the period of hire and will be responsible for the conduct of all persons using the facilities
- I/we will be responsible for all misplacements, losses, breakages, and other damage advised to me/us and will meet the full costs associated with them
- The premises will be left in a clean and tidy condition and all equipment, furnishings etc will be placed in their original position before we vacate the facilities. Rubbish will be removed.
- I/we will meet the cost of cleaning by the Kindergarten's contracted cleaner if the facilities require cleaning as a result of our use of the facilities
- I/we will not vacate the facilities until a Kindergarten representative has agreed that all conditions have been met.
- No access will be made of the Teachers' Office and no use will be made of the telephone (other than to contact an emergency service) or facsimile
- **No smoking, alcohol or drugs are allowed in the buildings or grounds**
- I/we will make a donation of \$.....to the Kindergarten and will make it in advance

Applicant/s name/s.....

Applicant/s signature/s.....Date.....

Head Teachers signature.....Date.....

(Copies of the completed Contract are to be provided to the Applicant/s and Association Office. A copy is to be kept on file at the Kindergarten).