

Event Name	
Event Description	
Date(s)	
Expected Numbers Attending:	
Time(s)	Bump in: Event starts: Event ends: Bump out:
AV Light & Sound Engineer	Perth Modern School light and sound equipment must be operated by an approved engineer. If you require the use of our PA or stage lights please indicate what times the engineer is required for your event. Start time: End time:
Contact Name	
Contact Phone	
Contact Email	
Postal Address	
Signature	

Additional Equipment Hire Request		
Requests for equipment must be received in writing 3 weeks before your event.		
ITEM	COST	REQUIRED
Urn (2 available)	\$20 per item	
Trestle Tables (max 10)	Free	
Plastic chairs (max 100)	Free	
AV Equipment (projector/screen, speakers – computer by request)	Included in cost	
Microphones (5 wired, 1 wireless, and 2 lapel microphones available) (only 5 open channels available in sound desk)	Included in cost for Beasley Hall and Gym hire	
Microphone stands	Free	
Music stands	Free	

Additional Equipment Supplied by User

If you wish to bring in additional equipment, please inform us at least one month before your event.

Area for Hire	Indicate by <input checked="" type="checkbox"/> below
Cyril Tyler Auditorium:	<input type="checkbox"/>
Beasley Hall:	
Event	<input type="checkbox"/>
Rehearsal	<input type="checkbox"/>
Piano hire	<input type="checkbox"/>
Tyler McCusker - Gymnasiums 2 & 3 (Girls / Boys):	<input type="checkbox"/>
Tyler McCusker – New Gym (Event):	<input type="checkbox"/>
Embleton	
E1 – suits 60 people:	<input type="checkbox"/>
Classrooms	<input type="checkbox"/>
Andrews Building Classroom/s:	<input type="checkbox"/>
Stokes Building Foyer:	<input type="checkbox"/>
Stokes Building Classroom/s:	<input type="checkbox"/>
Parsons Building	
Lecture Theatre & Refectory	<input type="checkbox"/>
Refectory Sitting Area	<input type="checkbox"/>
Casey Drama Centre:	
Performance	<input type="checkbox"/>
Rehearsal/Workshop	<input type="checkbox"/>
Irene Greenwood Studio	<input type="checkbox"/>

I wish to confirm the booking as stated in this Application for Hire for Facilities, Terms and Conditions I have read and agree to comply with all Terms and Conditions of this booking in addition to those as shown in the Licence.

For and on behalf of the User

Name:	
Signature:	
Date:	
Mobile No:	

Information included on the **Application for Hire for Facilities, Terms and Conditions and Conditions of Use as stated in the Licence for Use of Property Vested in the Minister for Education (Section 6B of the Education Act)** is supplied in good faith and is correct at time of print. However, at times, due to circumstances beyond our control, situations may change and you will be advised accordingly and as soon as possible.

Office Use Only

This section will be completed by the School and returned to you for approval.

Quote - A quote will be forwarded to you by email.

Terms of Payment:

- Payment must be cleared in advance of first date of hire.

Area for Hire	Cost
Total	