



## LICENCE TERMS AND CONDITIONS FOR GROUP BBQ BOOKINGS AT THE CAMPGROUND KITCHEN AREA (“VENUE”) FROM THE SYDNEY HARBOUR FEDERATION TRUST (“THE TRUST”)

The Hirer acknowledges that no obligations in relation to the Venue will arise unless and until licence documentation has been agreed and executed by all relevant parties and all fees are paid.

### 1. Licensed Area

- i. The event must take place in the designated Venue only. The Hirer must be mindful both of other visitors to the Trust sites and visitors of adjacent properties and must ensure that disruption caused to visitors and neighbouring properties is minimised. The Booking Fee entitles the Hirer to use of the Venue only.
- ii. This agreement is for low impact self sufficient group BBQ bookings of a maximum group size of 30 people.

### 2. Payment

The Hire Fee must be paid in full in advance to confirm a booking.

### 3. Cancellations

Hire fees are non refundable, dates can be changed only once with 24 hours notice during office hours subject to availability. The Trust reserves the right to cancel a booking..

### 4. Insurance

For organisations a copy of Public Liability Insurance for \$20,000,000 must accompany the application

### 5. Booking Times

- i. The Trust reserves the right to licence the Venue more than once per day.
- ii. The Hirer may book a maximum period of 3 hours booking during daylight hours on Sundays from 2pm-9pm and Monday to Thursdays 12pm-9pm daily. Bookings for Friday and Saturdays will not be accepted.
- iii. Set up, break down and cleaning of the Venue must be within booked times, should there be any additional overlap of time, an additional Hire Fee will be charged.

### 6. Site Care

- i. The Hirer accepts the Venue in its prevailing condition at the time of hiring. Upon licence expiry an inspection of the Venue will be carried out by a member of the Trust. The Hirer hereby accepts liability for any damage caused to the Venue and/or surrounding areas and agrees to pay any costs incurred in the repair or replacement of damaged property. The credit card supplied will be held as a guarantee for this purpose.
- ii. The Hirer agrees to use the Venue at its own risk and releases and waives any right to make any claim against the Trust for loss, theft, cost, expense or damage arising directly or indirectly from the use by the Hirer of the Venue.
- iii. The Trust accepts no liability for equipment brought to site.

### 7. Food and Beverage

- i. Food and soft drink service is permitted by prior written consent of the Trust. Limited takeaway beer and wine can be purchased from the Island’s Café during operating hours. Alcohol must only be consumed at the Venue.
- ii. The Hirer is responsible for ensuring the group consumes alcohol responsibly. Fines may apply.
- iii. The Restaurant and Catering Industry Association of NSW’s Licence Accreditation Scheme regulates and informs the public regarding minimum standards for catering businesses. All caterers at the Venue must have a Gold Licence and a copy must be provided to the Trust on request.

### 8. Waste Removal

There are limited waste collection facilities at the campground, all waste must be placed in the bins.

### 9. Inclusions

2 tables that seat 30 people, access to 1 BBQ plate for 1 hour and wristbands for the group that permit limited takeaway alcohol from the Island’s Cafe.

### 10. Not permitted

BYO alcohol, naked flames or compressed gas cylinders, structures or pop up marquees, amplification is not permitted (for example, microphones, stereos, PAs or speakers), ball games, directional or branded signage, anything that indicated exclusivity, vehicles, decorations, balloons, banners, confetti, fireworks or alterations or fixings to the Venue including the attachment of nails, screws or any other fastenings to walls or fittings.

### 11. Park Regulations

- i. The Hirer and its guests must comply with all relevant laws including the Sydney Harbour Federation Trust Act 2001 and Sydney Harbour Federation Trust Regulations 2001.
- ii. Groups are to follow any instruction from the Trust’s Rangers or Security.
- iii. At the discretion of the Trust, In the event of antisocial behavior groups may be asked to leave the Island.
- iv. Intoxicated people may be refused onto Public Transport, if a water taxi is arranged this is at the cost of the individual or hirer.
- v. All furniture must be returned to its original position prior to the hiring of the area.

## 12. Other information

Days not available for hire; Boxing Day, Christmas Day, New Years and other days at the discretion of the Trust. The Trust reserves the right to take photos of any event and use for publicity purposes.

Venue for Hire	Venue Fee	Capacity
Group BBQ Booking, Campground Kitchen x 2 tables as nominated by the Campground Staff	\$250	30



**Australian Government**  
**Sydney Harbour Federation Trust**

### HIRE AGREEMENT FOR GROUP BBQ BOOKINGS AT THE CAMPGROUND KITCHEN

- For enquiries please email or call the Campground Office on either stay@cockatooisland.gov.au. or 9700 4100. Monday to Saturday 9am-5pm and Sundays 9am-3pm.
- To make a booking, please complete the Hire Agreement form with payment and return to the above email address  
***This booking request is not confirmed until you have received a confirmation of your booking and payment has been receipted.***

### APPLICANTS DETAILS

Full name		Contact number	
Company Name	<i>If applicable</i>	ABN	<i>If applicable</i>
Address			Postcode
Email address			
Contact on the day name and mobile number			

### EVENT DETAILS

Date:		Start Time:		End Time:		Number of guests:	
Event purpose:							
Details of food service, self catered or other							
Details for transport, Include method and arrival departure times							
What else do you plan to do while on the Island? Eg: camping.							
How did you hear about the Venue?							

**I have read and agree to the licence terms and conditions for the Venue**

HIRER'S SIGNATURE and DATE:  ...../...../.....	SYDNEY HARBOUR FEDERATION TRUST SIGNATURE and DATE  ...../...../.....
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**Sydney Harbour Federation Trust**

Building 28, Best Ave (off Suakin Drive), PO Box 607 Mosman NSW 2088  
 ph 02 8969 2111

**METHOD OF PAYMENT FORM FOR GROUP BBQ BOOKINGS AT THE CAMPGROUND KITCHEN**

**Credit Card**

Name on Card:

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Credit Card Type\*\* :

*\*\* Please note a 3% surcharge applies to American Express Cards.*

*\*\* Diners are not accepted*

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Credit Card Number:

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Expiry Date:

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Amount to charge now:

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I authorise my credit card to be charged the full venue Hire Fee

I am aware that the supplied credit card may be used to reimburse the Trust for any damages, including cleaning or rubbish removal from this period of Hire. The Trust will advise before charging the card.

Card Holders Signature:

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Date:

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