**EQUIPMENT HIRE FORM**

**Organisation Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **ABN**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact Person**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Phone**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact Email**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date of Hire**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Hire Return Date**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***\*\*For hiring the Water Refill Station or Cattle Wand, please see their individual forms.***

**EQUIPMENT:** *(please indicate number of items required)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Items for Hire** | **Number of items required** | **Daily Rate (Standard)** | **Daily Rate** **(CRC Members)** |
| Guillotine |   | $15 | $10 |
| Data Projector (incl. HDMI cable) |   | $15 | $10 |
| Projector screen (pull up)  |   | $15 | $10 |
| Large Noticeboards- straight x 2 |   | $10 per board | $5 per board |
| Medium Noticeboards- curved x 2 |   | $10 per board | $5 per board |
| Trestle Tables 1.8m x 0.8m x 4 |   | $10 per table | $5 per table |
| Pop up *Keep Australia Beautiful* Recycling bins (plastic) x 3 |   | $5 per bin | $3 per bin |

Additional information:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*If you wish to discuss any further requirements, please contact 9765 1169 or email* *crc@boyupbrook.org*

**CONDITIONS OF HIRE:** All due care must be taken withthe hired equipment. Any damage or issues must be reported on return of the equipment to the BBCRC (Monday-Friday, 9am-4pm). Damages incurred by hirer may incur a fee.

**PRIVACY POLICY:** BBCRC is committed to protecting the privacy of personal information which the organisation collects, holds and administers. The information is collected to: provide BBCRC products or services, and carry out internal administrative operations. Please read our **Confidentiality and Privacy Policy** for more information.