

**Aboriginal Cultural Centre and Keeping Place
Booking Form: Room Hire and Functions**

Organisation Name: _____

Address: _____

Contact Person: _____

Contact Phone: _____ email: _____

Please indicate the space, date and time you are booking:

1. _____

2. _____

3. _____

Number of chairs: _____ Number of tables: _____

Arrangement style: _____

Conditions:

- Children are to be supervised and be on their best behaviour at all times
- Displays must not be touched at all
- Exits, evacuation plan and toilet facilities are to be pointed out to all participants
- The hirer is responsible for any damage to property caused during the hirer's occupancy
- No pictures to be taken of art works in the Centre
- Catering not included but can be booked separately if desired.

Signature of hirer: _____ Date _____