

## SEASONAL APPLICATION FORM

For all pre-season, finals, casual or event bookings please complete a casual booking form.

### Section 1: Applicant details

Name of Club/Group: \_\_\_\_\_

Website: \_\_\_\_\_

Club contact: \_\_\_\_\_ Position at Club: \_\_\_\_\_

Phone: \_\_\_\_\_ Daytime No. \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Postal address: \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

#### 1.1 Committee Details

##### President

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

##### Vice President

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

##### Secretary

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

##### Treasurer

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Section 2: Seasonal Booking Request

Winter season (1 April – 31 August)       Summer season (1 October – 28/29 February)

You may only apply for one season per application

Note: If more than one sportsground is being requested, please also complete section 2.2 on page 3.

Grounds may become unavailable during mid March and mid September due to seasonal changeover. Council will be in contact with the club prior to any works being undertaken.

**2.1 Sportsground Request**

**TRAINING**

Reserve/Oval Name: \_\_\_\_\_

Dates: from \_\_\_\_\_ to \_\_\_\_\_

Day	Time (eg. 6pm – 8.30pm)	Age groups (eg. juniors or seniors)	Pavilion use required (yes or no?)
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

**COMPETITION**

Reserve/Oval Name: \_\_\_\_\_

Dates: from \_\_\_\_\_ to \_\_\_\_\_

Day	Time (eg. 6pm – 8.30pm)	Age groups (eg. juniors or Seniors)	Pavilion use required (yes or no?)
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

**2.2 Sportsground Request**

(For use of a second oval if required)

**TRAINING**

Reserve/Oval Name: \_\_\_\_\_

Dates: from \_\_\_\_\_ to \_\_\_\_\_

Day	Time (eg. 6pm – 8.30pm)	Age groups (eg. juniors or seniors)	Pavilion use required (yes or no?)
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

## COMPETITION

Reserve/Oval Name: \_\_\_\_\_

Dates: from \_\_\_\_\_ to \_\_\_\_\_

Day	Time (eg. 6pm – 8.30pm)	Age groups (eg. juniors or Seniors)	Pavilion use required (yes or no?)
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

### 2.3 Additional Information

Do you propose to sell food  YES  NO

Do you propose to sell and/or supply liquor  YES  NO

Do you propose to erect portable structures or amusement devices  YES  NO

If Yes, please specify if other requirements are necessary \_\_\_\_\_

Will your club be hosting any special events during the season?  YES  NO

Please specify \_\_\_\_\_

Depending on the nature of your application Council may require you to submit extra documents, forms or permit applications. Council will notify you of any further requirements.

## Section 3: Club Membership

### 3.1 Membership numbers

Please provide your club's membership information from the previous season.

Member Type	Male	Female	Total
Junior			
Senior			
Social			
Total			

### 3.2 Team and Grades

Category	Number of Teams/Age groups from previous season (if 3 teams – u10, u12 and u14)	Anticipated number of Teams/Age groups for upcoming season (4 teams – u10 *2, u12 and u14)
Junior Girls		
Junior Boys		
Junior Mixed		
Senior Women		
Senior Men		
Official (Veteran)		

## Section 4: Document Checklist

Please attach the following documents to your application:

- > Certificate of Incorporation under the Association Incorporation Act
- > Certificate of Currency of Public Liability Insurance (minimum \$10M)
- > Copy of Food Registration (if applicable)
- > Copy of Liquor Licence (if applicable)
- > Updated Public Information form
- > Copy of most recent Annual Report, including Financial Statements
- > Copies of competition fixtures are required to be submitted once available
- > Copy of the minutes from clubs last AGM
- > Copy of your current Business Plan
- > CovidSafe Plan

## Section 5: Declaration

I am authorised to submit this application form on behalf of the club/group named in section 1. The information I have provided is true and correct to the best of my knowledge. I accept the terms and conditions of use and understand the need to contact council if any details change

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

On behalf of: (club/group) \_\_\_\_\_

## Section 5: Submitting your application

Please submit your application to Mitchell Shire Council via email, fax or post.

**Email:** recreation@mitchellshire.vic.gov.au

**Phone:** (03) 5734 6200

**Fax:** (03) 5734 6222

**Post:** Mitchell Shire Council  
 Recreation and Open Space Team,  
 113 High Street, Broadford 3658

## Section 6: Fees and Charges

Council introduces new fees on 1 July annually. Hirers will be invoiced based on the fees and charges for the financial year of the date/s of their booking usage.

<b>Seasonal Sportsground playing field hire 2021/22</b>			
<b>Service description</b>	<b>GST</b>	<b>Unit of measure</b>	<b>Charge</b>
JJ Clancy, LB Davern and Chittick – Fixtured games and training	Y	Season	\$1,360.00
JJ Clancy, LB Davern and Chittick – Fixtured games and training (junior club)	Y	Season	\$1,050.00
Wallan Secondary College - Fixtured games and training	Y	Season	\$1,370.00
Wallan Secondary College - Fixtured games and training (junior club)	Y	Season	\$1,050.00
Bennet and Broadford Sports Precinct Oval – Fixtured games and training	Y	Season	\$1,070.00
Bennet and Broadford Sports Precinct Oval – Fixtured games and training (junior club)	Y	Season	\$780.00
Greenhill (Upper and Lower) – Fixtured games and training	Y	Season	\$1,640.00
Greenhill (Upper and Lower) – Fixtured games and training (junior club)	Y	Season	\$1,230.00
Broadford Sports Precinct Soccer Football Pitch – Fixtured games and training	Y	Season	\$640.00
Broadford Sports Precinct Soccer Football Pitch – Fixtured games and training (junior club)	Y	Season	\$465.00

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