Sporting ovals, parks and reserves
booking application

Instructions on completing this form
1. Complete Sections 1 to 4 for all bookings. Section 2 is completed based on type of booking.
2. Include with your application a Certificate of currency of public liability insurance covering the booking.
3. Forms may be lodged at Council’s Business & Information Centres, or returned by post, fax or email. Fees apply.

1 booking details

Name of venue

Purpose of booking

2 type of booking

Complete A, B or C below:

A CASUAL BOOKING  Includes school carnivals and special events

☐ One day  ☐ Half day (up to 4 hours)

Number of participants over duration of booking:

Days required: ☐ Mon ☐ Tues ☐ Wed ☐ Thur ☐ Fri ☐ Sat ☐ Sun

Dates from: to

Times from: to

Select backup dates required (if applicable)

Dates from: to

Days required: ☐ Mon ☐ Tues ☐ Wed ☐ Thur ☐ Fri ☐ Sat ☐ Sun

B SEASONAL BOOKING

☐ Winter season (1 April-31 August)  ☐ Summer season (1 October-Mid March)

SPORTS COMPETITION

Dates from: to

Days required: ☐ Mon ☐ Tues ☐ Wed ☐ Thur ☐ Fri ☐ Sat ☐ Sun

Times from: to

If different days and times are required:

Days required: ☐ Mon ☐ Tues ☐ Wed ☐ Thur ☐ Fri ☐ Sat ☐ Sun

Times from: to

SPORTS TRAINING

Dates from: to

Days required: ☐ Mon ☐ Tues ☐ Wed ☐ Thur ☐ Fri ☐ Sat ☐ Sun

Times from: to

NUMBER OF REGISTERED PLAYERS IN PREVIOUS SEASON

Provide the number of registered players for this booking from the previous summer or winter season. This enables invoicing of the Sports Fee Levy per registered player

Failure to include the number of registered players for the previous season and/or non payment of the fees invoice may result in this booking being declined

Only one seasonal booking may be made at one time.

Winter bookings will be processed during the period 15 December & 15 February, Summer bookings processed during 1 June & 31 July.

Community events

There may be occasions where a community event will take priority over any approved regular booking. You will be notified if this occurs.

Further information

Blue Mountains City Council
KATOOMBA:
2-6 Civic Place
Katoomba 2780
TELEPHONE: (02) 4780 5000
FAX: (02) 4780 5555
EMAIL: council@bmcc.nsw.gov.au
WEB: www.bmcc.nsw.gov.au

SPRINGWOOD:
104 Macquarie Rd
Postal Address: Locked Bag 1005
Katoomba 2780
TELEPHONE: (02) 4780 5617
FAX: (02) 4780 5555
EMAIL: council@bmcc.nsw.gov.au
WEB: www.bmcc.nsw.gov.au
facility requirements

Please specify which amenities and facilities are required
eg toilets, change rooms, canteen, sport lighting etc

Please specify the equipment to be used on the oval
eg goals, pitch, gates, play equipment etc

Please specify any other requirements for this booking

contact information

Association / Club / School / Organisation

Contact person

Position held

Postal address

Contact No.

Mobile

Email

Facsimile

I have read, understand and agree to the conditions of use as outlined in the Blue Mountains City Council Sports and Ground Hire and Use Handbook (available on Council’s website www.bmcc.nsw.gov.au/yourcommunity/parksreservesandovals)

Signature

Date

A separate attachment of dates and times may be provided should additional space be required

A certificate of currency for public liability insurance must be provided with this application

A certificate of currency for Public Liability Insurance must be submitted to Council with all applications. The policy shall specifically indemnify Blue Mountains City Council from all claims. The certificate of currency must cover the duration of this application, or a current certificate be submitted upon renewal of the insurance policy.