



Paterson Lodge Hire Agreement

We welcome you to Paterson Lodge and trust you will enjoy using the facilities.

Our College values making its facilities available for our community to use as part of our contribution to our community.

TERMS AND CONDITIONS OF HIRE/USAGE OF ST MARGARET'S COLLEGE: PATERSON LODGE

USE OF THE FACILITIES

1. The Hirer must pay full hire fees upon booking.
2. You may only use the Facilities for the purposes for which they are hired.
3. Prior to your stay, the Hirer must:
 - a. Clarify your responsibilities regarding your use of the Lodge including your health and safety responsibilities. St Margaret's Health & Safety policy for the Lodge is included on the Information Flyer provided.
 - b. Familiarise yourself with and ensure you understand the Fire Safety regulations within the National Park.
4. Security of the Lodge and equipment, including the Hirer's vehicle and the personal possessions of the Hirer and their party during the hire period are the responsibility of the Hirer.
5. The Hirer must ensure that cars are parked in the appropriate parking spaces.
6. When using the Facilities:
 - a. Ensure no candles nor naked flames are used
 - b. No dogs / pets are allowed in the Lodge or anywhere in the National Park
 - c. All accommodation / site and surrounds must be left in a clean and tidy state
 - d. All rubbish must be taken with you on departure
 - e. Smoking and vaping is not permitted in the Lodge or its outbuildings
 - f. No use of drones is allowed unless prior permission is received from the Department of Conservation (DOC)
 - g. Users must be considerate of and respect the rights of other National Park users
 - h. No fire arms or ammunition or any variation of, to be used at the Lodge or within the National Park.
7. When the Hirer has finished with the Facilities, the Hirer must:
 - a. Check that all windows and doors have been secured
 - b. Turn off water and gas connection to the Lodge and leave as found on arrival
 - c. Lock the door and leave the keys in the lockbox.
8. All repair or replacement costs relating to any damage to Paterson Lodge resulting from your lack of care or other breach of this agreement will be the responsibility of the Hirer. You must immediately notify the St Margaret's Venue Manager of any damage.

CANCELLATION OF THE BOOKING due to weather or similar events

9. Where bad weather (refer Met Service warnings), or similar, that affects, but does not close or limit access to the Lodge you may wish to proceed with your booking, or transfer your booking to a later date in the same booking season, depending on the Lodge's availability. Your hire fee will be retained if you cancel your booking within 1 month of the Lodge hire date.
10. St Margaret's may cancel your booking if we reasonably consider that:
 - a. Your booking may breach any laws, regulations, bylaws, health and safety requirements or the terms of this agreement; or
 - b. Your event may give rise to any objectionable use or activity; or
 - c. The behaviour of the users of the Lodge could lead to danger of injury to or death of any person or material damage to the Lodge.



HEALTH AND SAFETY

11. The Hirer is responsible for ensuring the safety of all people at the facility during your stay. The Hirer must adhere to our requirements to ensure compliance with health and safety. These requirements include:

- a. Making yourself familiar with the notable Hazards contained in the information flyer provided.
- b. Immediately notifying St Margaret's College of any accidents, injuries or hazards they observe or become aware of at the Lodge.

LIABILITY

12. The Hirer indemnifies St Margaret's against all claims, demands, losses, damages, costs and expenses arising from your use of the Facilities or any breach of this agreement.

13. St Margaret's is not liable to you for:

- a. Loss or damage to any of your property or the property of the users of the Facilities at Paterson Lodge.

GENERAL

14. These terms and conditions apply to you and your party. You must ensure they comply with these terms.

15. You cannot assign your rights and obligations under this agreement to a third party.

16. If you hire the Facilities for business purposes, you acknowledge that the provisions of the Consumer Guarantees Act 1993 are excluded and do not apply.

I have read the above terms and conditions of hire/usage of St Margaret's College Paterson Lodge and on behalf of the Hirer, as noted above, I agree to these terms and conditions.