

Coromandel Community Centre Inc.

Weymouth Oval, 442B Main Road, Coromandel Valley SA 5051

Tax Invoice/Receipt – ORGANISATION USE OFFICE USE ONLY

Name: _____

Date of Use: _____

Time of Use: From _____ To _____

<u>RATE - USE NEGOTIATED</u>			"GST"
Hours before 6 pm @ \$		
Hours after 6 pm @ \$	\$	
Total Use		\$	
<u>OPTIONAL USE</u>			"No GST" FRE
Piano - \$20		
BBQ - \$15		
Blind - \$15		
AV System - \$50	\$	
Total Optional Use		\$	
<u>RISK MANAGEMENT CURRENT COPY ATTACHED</u>			
<u>BOND</u> \$350			"No Tax"
Key deposit - \$10		
Piano bond - \$100		
AV System bond - \$300		
Total Bond Owing		\$	
<u>TOTAL INCLUDING BOND</u>		A	
<u>LESS BOND DEPOSIT</u>		Amount	"No Tax"
Bond Deposit Rec No: _____ Date: _____			
Amount - MINIMUM \$100 Taken by _____		B \$-	
MYOB DEP REC & BY WHOM			
<u>BALANCE OWING</u>		A-B \$	

Paid in Full ___/___/2019 Receipt Number: _____ Payment taken by _____

MYOB DEPOSIT REC & BY WHOM: _____

Late additional payments eg blinds Cash Reg. Rct. & Date _____

COMMENTS:

Coromandel Community Centre Inc.

Connect, Contribute, Celebrate

Weymouth Oval, 442B Main Road, Coromandel Valley SA 5051

Phone: (08) 8370 6880 Email: info@coroalive.org.au

www.coroalive.org.au

ABN: 74 331 433 252

Application for Organisation Use

I/We

Of

Telephone No. Mobile

Email address.....

Reason for function ... Approximate Numbers attending

Liquor will/will not be consumed during the above function.

Hereby apply to use the Coromandel Community Centre

Fromam/pm toam/pm on (day).....(date).....

A deposit of \$100 is lodged with this application form (this non-refundable minimum deposit is required within 14 days) **Deposit due date:**

The remainder of the Fee and Bond must be paid a minimum of 4 weeks prior to the date, ie. **Balance due date:**

***Hire orientation and key pick up is between 9:30am and 10:00am on Friday**

How did you hear about the Centre?

Signed (must be 18 years or over)..... Date

Bond return will be via EFT within 2 weeks of hire.

Account Name: BSB: Account No.:

OFFICE USE ONLY

Card/Key NumberBlinds Winder & Clips:.....

BBQ Key No:..... Code Issued

Premises OK: Yes/NO

BBQ & Gas OK: Yes/No

AV System: Yes/OK

Card/Keys Returned: Yes/No

Initials:.....

Bond and Key Refund \$..... EFT or Cheque No..... Date

Signed: Dated:

Comments :

