**Hire List for Equestrian User Groups**

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| **User Group Name** |  |
| **Hire date/s** |  |
| **User Group contact person’s name and cellphone details** |  |

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|  | | **Requirements**  ***(ie tick)*** | **Quantity**  ***(number required)*** | **Per Day**  **$**  **GST incl.** | **User Group confirmation prior to event**  ***(tick and sign at base of document)*** | **Checklist for Caretaker**  ***(sign off prior to event)*** |
| **Main Ring** | |  |  | 5/d/h |  |  |
| **SEPT Arena for competition use** | |  |  | 5/d/h |  |  |
| **Dog Trial Paddock** | |  |  | 5/d/h |  |  |
| **Hunter Ring** | |  |  | 5/d/h |  |  |
| **Events Office** | |  |  | N/C |  |  |
| **South Green *(by liaison as weather dependent)*** | |  |  | N/C |  |  |
| **Main Ring Seating** | |  |  | N/C |  |  |
| **Under Grandstand for administration purposes** | |  |  | N/C if kitchen used |  |  |
| **Kitchen Facility under Grandstand** | |  |  | 57.50/day |  |  |
| **Seating Facility under Grandstand** | |  |  | N/C if kitchen used |  |  |
| **Truck Parking**  **(beside Arena)**  ***Wet weather: All wheels on gravel*** | ***Back in*:** |  |  |  |  |  |
| ***Drive in:*** |  |  |  |  |  |
| **Number of Yards** | |  |  | 10/ weekend |  |  |
| **Number of Horse Boxes** | |  |  | 25/ weekend |  |  |
| **Toilet blocks** | |  |  | N/C |  |  |
| **Wheelie bins** | |  |  | N/C |  |  |
| **Wheelbarrows** | |  |  | N/C |  |  |
| **Manure forks** | |  |  | N/C |  |  |
| **Hokonui Pavilion and Kitchen facility *(by mutual agreement between tenant and landlord).*** | |  |  | 172.50  per day |  |  |
| **Arena Hire for casual usage** | |  |  | 10/h/day |  |  |
| **Arena Hire for outside Clinic use per horse** | |  |  | 10/h/day |  |  |
| **Ring 3 SJ gear for Clinic Use** | |  |  | 5/h/day |  |  |
| **Gates operational** | |  |  | N/C |  |  |

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| **Signature/Date/Time:**  **User Group contact and Caretaker:** | Date and time:  ……………………………… | Signature - User:  ……………………………… | Signature - Caretaker:  ……………………………… |
| **Sign off:**  **Caretaker satisfaction following Hire:** | Date:  ……………………………… | Signature - Caretaker:  ………………………………… | |