

TO AVOID DISAPPOINTMENT PLEASE CONTACT THE PARKS DEPARTMENT FIRST TO CHECK YOUR BOOKING DATE IS AVAILABLE.
GLADSTONE DISTRICT PH: 4971 4444, CALLIOPE AND MIRIAM VALE DISTRICT PH: 4975 8100



GLADSTONE REGIONAL COUNCIL

Parks and Recreation

Application to book a Wedding Ceremony in a Council Park

PLEASE COMPLETE AND RETURN THIS FORM TO THE APPROPRIATE COUNCIL OFFICE TO DETERMINE ANY FEES TO BE PAID TO SECURE YOUR BOOKING (SEE BACK OF PAGE FOR LIST OF OFFICES)

Applicants Details:

| | |
|------------------|--|
| Grooms Full Name | |
| Brides Full Name | |
| Contact person | |
| Postal Address | |
| | |
| Day Time phone | |
| Fax/Email | |

Venue Details:

| | |
|---|---|
| Date Required | |
| Requested Park | |
| Intended Site/Location for Function | |
| Time Required | Start:..... Finish:..... |
| Number of people attending | |
| Is power required? (N.B. Not all Parks have electricity) | <input type="checkbox"/> Yes <input type="checkbox"/> No NB Minor power cost is included in booking fee. Some parks require a key to access power and a \$20 refundable key deposit. |
| Please detail equipment you will be using– (ie Marquees, Tables, Chairs, Arches etc) | |

In making this application, I confirm that I have read and understand the conditions, attached hereto, and take responsibility for ensuring such conditions are applied with:

| | |
|------------------------|--|
| Signature of Applicant | |
| Date of Application | |

I also confirm that I have read and understand the attached
"Casual User of Council Facilities Liability Insurance - Acknowledgement and Declaration Form".
Should I choose to accept this option, I will include a signed and dated copy with this application form.

Important Information

From 11th August 2008 Gladstone Regional Council introduced a range of fees for services provided by the Parks and Recreation Organisation.

The Booking Fee includes: confirmed booking, minor power use where accessible, on-site inspection the Friday prior to day of function – ensuring the area is tidy and presentable.

NB Fees and charges are set annually as part of the budget process and are included in Council's Fees and Charges Register. If applicable, new fees will be implemented from the 1st July each year without written notice.

Sites for functions do not have to be booked, but to avoid disappointment it is recommended that you do book with council. A confirmed booking will take preference for a usage of an area. However, please be aware that all Council Parks are open to general public usage – exclusivity to a site or area is never guaranteed.

List of Offices for payment:

Gladstone Office

101 Goondoon Street
GLADSTONE QLD 4680
Phone: 4970 0700

Calliope Office

5 Don Cameron Drive
CALLIOPE QLD 4680
Phone: 4975 8100

Mt Larcom Post Office

Raglan Street
MT LARCOM QLD 4695
Phone: 4975 1205

Gladstone Tondoon Botanic Gardens

Glenlyon Road
GLADSTONE QLD 4680
Phone: 4971 4444

Boyne/Tannum Community Centre

Cnr Wyndham & Hayes Avenue,
BOYNE ISLAND QLD 4680
Phone: 4973 7723

Miriam Vale Office

36 Roe Street
MIRIAM VALE QLD 4677
Phone: 4974 6222

Agnes Water Rural Transaction Centre

3 Captain Cook Drive
AGNES WATER QLD 4677
Phone: 4902 1515

FOR ALL TONDOON BOTANIC GARDENS, AGNES WATER AND SEVENTEEN SEVENTY WEDDINGS ONLY:

Onsite Meeting: You are required to attend an onsite meeting with Parks staff prior to your wedding. Onsites are usually conducted on Wednesdays between 7.00 am and 3.00 pm.

I can attend an onsite meeting on Wednesday the at
(Date) (Time)

Meet the Council's Leading Hand at
(location of wedding)

OFFICE USE ONLY

Booking Fee for all weddings \$80

Electricity Key –Refundable Bond \$20

Total Amount Paid \$_____ *Receipt No.*.....

Parks Use Only

Confirmation Letter Sent: *Dataworks no.*.....