

Mossvale Park Booking Form



Please be aware that Mossvale Park is a public space and there are no exemptions to allow booking of the whole park. You cannot stop people from using the park for general use.

YOUR DETAILS

Full name: _____

Email address: _____

Name of best contact: _____

Purpose of event: _____

Type of event:

☐

Commercial – market, event that makes profit (\$1,500)

☐

Non-commercial – community event (Free)

☐

Event – wedding or funeral (\$1,000)

Number of guests: _____

Date of event: ____ / ____ / ____ Start time (including set up) _____ End time: _____

Power required for commercial use (\$115):

yes ☐ no ☐

Power required for non-commercial use (\$58):

yes ☐ no ☐

Parking Area behind Soundshell for commercial event (\$231):

yes ☐ no ☐

Parking Area behind Soundshell for non-commercial event (\$116):

yes ☐ no ☐

Soundshell – Sides Down for commercial event (\$462):

yes ☐ no ☐

Soundshell – Sides Down for non-commercial event (\$231):

yes ☐ no ☐

If you are hosting a commercial event, a bond of \$500 is applicable *

All fees paid contribute to park maintenance and programs.

CONDITIONS

For some activities, additional conditions may be required. Please note the following conditions for your event. Submitting your booking is acceptance of these conditions.

Security – The requirement to provide security will depend on type of event and numbers expected. This may not apply to your event. You will be advised if Security is required after your booking request is received.

- You are required to provide professional crowd control / security for your event. Evidence of this must be provided at least one week prior to your event, or the booking will be cancelled.
- You are required to register your event with PartySafe or your local Police Station. Evidence of this registration must be provided at least one week prior to your event, or the booking will be cancelled. www.police.vic.gov.au/party-safe

Alcohol

General Local Law 2024 provides for alcohol in public space as follows;

25. Possession and Consumption of Alcohol

1. Without a permit, a person must not on a road consume alcohol or have in their possession alcohol in an open container.
2. Without a permit a person must not while present in a municipal place between 10pm and 7am consume alcohol or have in their possession alcohol in an open container.
3. Sub-clauses (1) and (2) do not apply where the consumption of alcohol is permitted under the Planning Scheme or *Liquor Control Reform Act 1998*.

Victorian Commission for Gambling and Liquor Regulation - <https://www.vcglr.vic.gov.au/>

Damage

An inspection of the space you wish to reserve will take place both prior to and post your event /activity. Cost for any damage repairs will be borne by you, the event / activity organiser.

PRIVACY COLLECTION STATEMENT

I acknowledge that South Gippsland Shire Council's primary purpose of collecting personal information within this form will be used to make a booking at Mossvale Park. All personal information provided in this form will be managed in accordance with the *Privacy and Data Protection Act 2014*.

Name (please print): _____

Signature: _____

COMMITTEE/OFFICE USE ONLY

Payment received	_____
Hire Fee	_____
Receipt Number	_____
Return Form To	_____

PAYMENT

Please return the completed form to **Council@southgippsland.vic.gov.au**. You will be advised of payment methods upon confirmation of your booking

South Gippsland Shire Council
9 Smith Street
Leongatha VIC 3953

For enquiries or further information call 5662 9200 or visit www.southgippsland.vic.gov.au

