Please complete the details below and return to:

PO Box 102, FOSTER VIC 3960 or email [sgwater@sgwater.com.au](mailto:sgwater@sgwater.com.au)

Contact details:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Full name: | |  | | | |
| Company: | |  | | | |
| Postal address: | | |  | | |
| Phone: |  | | | Mobile: |  |
| Fax: |  | | | Email: |  |

**Event details**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name of event: | |  | | | | | | | | | | | | | | | | | |
| Purpose of event: | |  | | | | | | | | | | | | | | | | | |
| Company / organisation hosting event: | | | |  | | | | | | | | | | | | | | | |
| Type of event (e.g. community festival, sporting, fair): | | | | | | | | |  | | | | | | | | | | |
| How many people are expected to attend the event? | | | | | | | | |  | | | | | | | | | | |
| Is there an entry fee to attend the event (please specify amount)? | | | | | | | | | | |  | | | | | | | | |
| If a profit is made from your event, where do the proceeds go to? | | | | | | | | | | |  | | | | | | | | |
| Is the event open to the public to attend? | | | | |  | | | | | | | | | | | | | | |
| Key contact during the event (must be on site to assist delivery): | | |  | | | | | | | | | Mobile: | |  | | | | | |
| Date of event: |  | | | | | | Start time: | | |  | | | | | Finish time: | | |  | |
| Preferred Delivery/Pickup time: (**Note: Weekend delivery/pickup not available.)** | | | | | | | | | | | | | |  | | | | | |
| Delivery Date: |  | | | Time: | |  | | | | Pickup Date: | | |  | | | | Time: | |  |
| Address of event: | |  | | | | | | | | | | | | | | | | | |
| Is this event in South Gippsland Water’s region? | | | | | | | |  | | | | | | | | | | | |
| Is reticulated water available? | | |  | | | | | | | | | | | | | | | | |
| Does the organiser have a public liability insurance policy with a limit of not less than $10,000,000? | | | | | | | | | | | | | | | |  | | | |

**South Gippsland Water logo must appear on all promotional material and websites for the sponsored event.**

**Note**: This is not a confirmed booking. Bookings will be confirmed at a later stage. Based on policy criteria

Contact South Gippsland Water for further information and copy of logo for sponsorship recognition by calling the Communication Relations Coordinator on: 5682 0444.

Event Map

Please use this page to provide us with a map of where you would specifically like the Water Trailer to be placed at your event.

Note: It either needs to be left in the care/responsibility of the event organiser or locked/chained to a fence/pole/tree to prevent theft.

Please include:

* Where you prefer the Water Trailer to be placed;
* Nearest Street, road or intersection;
* Name of park or recreation reserve;
* Surrounding features e.g. Stalls, trees, buildings, access, gates etc.;
* If a detailed site map available please attach to booking application.

**West**

**North**

**South**

**East**

**TERMS OF USE OF COMMUNITY DRINKING WATER TRAILER (“Terms of Use”)**

|  |  |
| --- | --- |
| **ORGANISER:** |  |
| **EVENT:** |  |
| **VENUE:** |  |
| **PERIOD OF USE:** |  |

*Deliver/Pickup days/times: (Note: Weekend delivery/pickup is not available)*

**RECITALS**

1. South Gippsland Water (the “Owner”) is the owner of a mobile Drinking Water Trailer\* which incorporates mobile trailer, tank and (“the Trailer”) designed to provide drinking water for use by the public at events attended by the public (the “Use”).
2. The Organiser has asked the Owner and the Owner has agreed to make the Drinking Water Trailer available for the Use at the Venue for the Event on the basis that water will be used to supply drinking water at the specified event.
3. In the event of a water quality or emergency incident South Gippsland Water may need to collect the water trailer in order to respond to the incident.
4. The Parties have agreed on the following terms and conditions covering the Use of the Drinking Water Trailer under these Terms of Use.

**AND THE ORGANISER ACKNOWLEDGES AND AGREES THE FOLLOWING:**

1. It is the Organiser’s responsibility to arrange for any approvals, permits, licences permission, access or any other arrangement required to bring the trailer onto and allow the trailer to remain at the Venue for the Use.
2. The Organiser must ensure that the Owner has convenient access and all necessary permission to deliver the trailer to the Venue, and remove the trailer from the Venue at the conclusion of the Event.
3. The Organiser is responsible for all fees and charges incurred with respect to any approvals, licences or permits and with respect to the supply, use and any drainage of water supplied from the trailer.
4. The Organiser must only use the trailer for the Use and must not move the trailer without the express permission of the Owner.
5. The Organiser is wholly responsible for the safety and security of the trailer while at the Venue, or while it is in the care, custody or control of the Organiser, and must ensure that the trailer is not contaminated, defaced, damaged or destroyed in any way, (fair wear and tear excepted).
6. The Organiser indemnifies the Owner on a continuing basis against all loss and damage to (including contamination of), the trailer (fair wear and tear excepted), which occurs during the time the trailer is situated at the Venue, or while it is in the care, custody or control of the Organiser, including partial or total loss occasioned through theft, fire, vandalism, wilful damage or negligent use of any kind, or resulting from any negligent act or omission. This clause survives expiry or termination of these Terms of Use.
7. The Organiser indemnifies the Owner on a continuing basis against all liability, claims, proceedings, loss, damage, charges, expenses and costs of every description which arise from the breach of these Terms of Use by the Organiser or its employees, agents, contractors or sub-contractors. This clause survives expiry or termination of these Terms of Use.
8. The Organiser shall maintain for the period of use, a public liability insurance policy, with a limit of not less than ($10,000,000) for any one occurrence and a deductible of no more than ($5,000) for any one occurrence. The insurance policy shall cover loss, damage and destruction to any property and personal injury to and death and illness of any person, howsoever caused. The insurance policy shall also note these Terms of Use on the policy. The insurance policy shall be with an insurer and in terms approved by the Owner, which consent shall not be unreasonably withheld. The Organiser shall provide proof of the insurance policy to the Owner on request.
9. **COVIDSafe Conditions**  
   The Organiser must have a COVIDSafe Event Plan and be able to provide the plan to the Corporation on request. The Organiser must provide users of the Station access to hand sanitiser before use. The organiser must provide signage that directs users to apply the provided sanitiser before touching any component of the Station. The Organiser must provide frequent cleaning of high traffic areas on the Station (e.g. bubblers, fillers, taps, troughs, sanitiser station). At a minimum, high touch surfaces must be cleaned at least five times per day. Additional cleaning of visibly soiled surfaces must occur as required.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name of Insurer: | |  | | | | |
| Policy Number: | |  | | | | |
|  | | | | | | |
| **EXECUTED AS A DEED POLL** | | | | | | |
| **SIGNED, SEALED** and **DELIVERED** by: | | | |  | | |
| Signature of Organiser’s authorised representative: | | | | |  | |
| Date: |  | | | | |  |
| In the presence of: | | |  | | | |
| Signature of witness: | | |  | | | |
| Name of witness: | | |  | | | |