

CONDITIONS/TERMS OF USE

GENERAL INFORMATION

The hirer must be a responsible person, must be at least twelve (12) years or older. If the hirer is between the ages of twelve (12) and fifteen (15) they must be accompanied by a parent or legal guardian who will be held liable to the Council for the cost of the repair of any damage or breakage to any part of the building, premises, fitting or furniture, appliances or apparatus during the term of the hire.

If the hirer is of sixteen (16) years of age or older, they will be held liable to the Council for the cost of the repair of any damage or breakage to any part of the building, premises, fitting or furniture, appliances or apparatus during the term of the hire.

If the hirer is between the ages of twelve (12) and fifteen (15) the hirer's parent or legal guardian must remain in attendance and is responsible for safety of guests and supervising all activities during the hire period.

If the hirer is of sixteen (16) years of age or older, the hirer must remain in attendance and is responsible for safety of guests and supervising all activities during the hire period.

Council reserves the right to refuse any booking or cancel a booking by giving as much notice as is practicable, due to emergency conditions such as urgently needed repairs, holding of Federal, State or Local Government Elections or other reasons deemed acceptable by Council.

Neither Council, nor any of its officers or stewards shall in any way be liable for any loss or damage suffered by the hirer, or any firm or corporation supplying any article or service to the hirer, or otherwise in consequence of the exercise of its right.

AVAILABILITY

Lab L.X room and facilities are only available during opening hours and within thirty (30) minutes prior to closing.

FEES AND CHARGES

There are no fees and charges associated with lab L.X

ADDITIONAL COSTS

If the hirer is of sixteen (16) years of age or older, they will be responsible for any cost that may be incurred as a consequence of the hirer's use of the centre.

If the hirer is between the ages of twelve (12) and fifteen (15) the hirer's parent or legal guardian, will be responsible for any cost that may be incurred as a consequence of the hirer's use of the centre

Additional costs will include but are not limited to:

- Cleaning fee
- Unauthorised use of fire equipment
- Any extra hours outside hire times as per hire agreement

CANCELLATION

If the hirer is of sixteen (16) years of age or older, they may cancel any booking by contacting the Booking Officer either verbally or in writing at least two hours prior to the date of the hiring.

If the hirer is between the ages of twelve (12) and fifteen (15) the hirer's parent or legal guardian may cancel any booking by contacting the Booking Officer either verbally or in writing at least two hours prior to the date of the hiring.

SETTING UP

Setting up times must be pre-arranged with the Booking Officer.

The hire times as prescribed on the Hire Agreement must be strictly adhered to (these times include setting up

and cleaning up). If the hirer is of sixteen (16) years of age or older and wishes to extend the prescribed hire times, the Booking Officer must be advised.

If the hirer is between the ages of twelve (12) and fifteen (15), and wishes to extend the prescribed hire times, the hirer's parent or legal guardian must notify the Booking Officer.

Nails, screws or any other fasteners including tape and Blu-Tac MUST NOT be driven into or attached in any way to the walls, floors, timber work, furniture or fittings.

HIRE EQUIPMENT

Prior to hiring equipment, if the hirer is of sixteen (16) years of age or older, the hirer shall inspect the equipment to be hired with the Booking Officer to ensure that the equipment is appropriate and safe for the use intended. The hirer shall report any breakages or problems to Council as soon as possible.

Prior to hiring equipment, If the hirer is between the ages of twelve (12) and fifteen (15) the hirer's parent or legal guardian shall inspect the equipment to be hired with the Booking Officer to ensure that the equipment is appropriate and safe for the use intended. The hirer's parent or legal guardian shall report any breakages or problems to Council as soon as possible.

SMOKING AND ALCOHOL

No smoking is allowed within the building and/or 10 metres of entrance/exit, loading dock or any ventilation source of a Council-owned building. Fairfield City Council does not allow any hirer to consume alcohol within the lab L.X venue.

NOISE LEVELS AND DISORDERLY CONDUCT AND SUPERVISION

The hirer is responsible for ensuring that sound levels are monitored regularly and at all times maintained at an acceptable level which will avoid disturbance to other patrons of the library.

If the hirer is of sixteen (16) years of age or older, the hirer shall take all reasonable steps to prevent disorderly conduct throughout the period of the hire and when leaving lab L.X. The hirer is responsible for all consequences relating to all behaviour of people attending lab L.X.

If the hirer is between the ages of twelve (12) and fifteen (15) the hirer's parent or legal guardian shall take all reasonable steps to prevent disorderly conduct throughout the period of the hire and when leaving lab L.X. The hirer's parent or legal guardian is responsible for all consequences relating to all behaviour of people attending lab L.X.

CHILD PROTECTION LAWS

If your activity involves children under the age of 18, you are legally required to comply with Child Protection Acts including conducting employment screening in line with this legislation.

FIRE REGULATIONS AND OBJECTIONAL MATERIALS

All exit doors are to be kept clear and unobstructed at all times. Fire extinguishers and hoses are located within the building. This equipment is not to be used inappropriately or removed from Council's premises. No naked flame is permitted within the facility. No smoke machines or sparklers are allowed in the venue.

All patrons of lab L.X are to familiarise themselves with the Fire Evacuation Plan located in the building.

In case of fire or similar emergency, evacuate the building following the instructions of Emergency Wardens and staff.

The bringing into the facility of confetti or chewing gum or any other articles deemed by Council to be objectionable or the placing or throwing of inflammable items is prohibited.

CLEANING AND REMOVAL OF GARBAGE

If the hirer is of sixteen (16) years of age or older, the hirer must leave lab L.X clean and tidy. A cleaning fee may apply for any extra cleaning required.

If the hirer is between the ages of twelve (12) and fifteen (15) the hirer's parent or legal guardian must leave lab L.X clean and tidy. A cleaning fee may apply to the parent or legal guardian for any extra cleaning required.

If the hirer is of sixteen (16) years of age or older, the hirer is responsible for all the rubbish to be placed in garbage bags and placed in the bins provided. No loose rubbish is to be left behind.

If the hirer is between the ages of twelve (12) and fifteen (15) the hirer's parent or legal guardian is responsible for all the rubbish to be placed in garbage bags and placed in the bins provided. No loose rubbish is to be left behind

PARKING

Lab L.X does not have any designated or specific parking allocated for hirers. Bikes and skateboards are not permitted within the facility.

Public parking is available along Railway Parade, McBurney Road and Park Road. Parking limits and fees may apply.

LOSS OR DAMAGE

Lab L.X will not accept any responsibility for articles left on the premises. If the hirer is of sixteen (16) years of age or older, the hirer shall be held responsible for the cost of making good, any loss or damage to the building, floor, furniture, hire equipment, appliances or fittings arising out of, and in the course of the function. Lab L.X retains the right to determine the cost of any damage or cleaning.

If the hirer is between the ages of twelve (12) and fifteen (15) the hirer's parent or legal guardian shall be held responsible for the cost of making good, any loss or damage to the building, floor, furniture, hire equipment, appliances or fittings arising out of, and in the course of the function. Lab L.X retains the right to determine the cost of any damage or cleaning

ADVERTISING

If individuals, groups and organisations intend to advertise an event that they are holding at lab L.X they must get approval from lab L.X Management first before advertising the event to ensure that there is no implication or otherwise that the event is being run or being sanctioned by lab L.X.