



OUTDOOR SPORTS APPLICATION SUMMER SEASON

Please use a separate application form for EACH site required
Before completing this form please read the "Conditions of Hire"

Please complete ALL sections in BLOCK CAPITALS

Hirer Name (Org./Club) _____

Site Required _____

Facility Required _____

	SECRETARY	TREASURER	'MATCH DAY' CONTACT
Title	_____	_____	_____
First Name*	_____	_____	_____
Surname*	_____	_____	_____
Address*	_____	_____	_____
	_____	_____	_____
Town*	_____	_____	_____
County*	_____	_____	_____
Post Code*	_____	_____	_____
Daytime Tel. 1*	_____	_____	_____
Daytime Tel. 2	_____	_____	_____
Mobile**	_____	_____	_____
E-Mail	_____	_____	_____

* This information is required for ALL contacts.

** If a mobile number is not specified as a Daytime Telephone number, then a mobile telephone number is required for ALL contacts.

First Fixture Date
(dd/mm/yy) _____

Last Fixture Date
(dd/mm/yy) _____

Please refer to the enclosed "Season Start and End Dates"

PLEASE SPECIFY EACH DATE REQUIRED, USE A PHOTOCOPY OF THIS FORM IF NECESSARY

DAY (Please Specify)	DATE (Please Specify)	SESSION (Please Tick / Specify)		
		Morning 09:00 – 13:00	Afternoon 13:00 – 17:00	Evening 17:00 – 21:00

Hire of Changing Facilities*	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Status of Hirer (Org./Club)**	Full Rate (Adult)	<input type="checkbox"/>	Discounted Rate (Junior)	<input type="checkbox"/>
Standing Order	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>

* Not all of our sports facilities have Changing Facilities available; if you are unsure please contact us. Keys to be collected from MSDC.

** To qualify for the Discounted Rate (Junior) **ALL** members of the hiring organisation/club must be under the age of 17.

INSURANCE

Third Party / Public Liability Insurance cover to a **minimum value of £5 million**, is required for the regular hire of any outdoor sports facility. **A copy of the insurance certificate must accompany this application form.**

Please see "Conditions of Hire", Sections 5 and 13 for further details.

DECLARATIONS AND SIGNATURE

I/we Mr/Miss/Ms/Mrs (full names) _____

Hereby apply on behalf of _____
for the hire of the facilities mentioned overleaf.

I/we agree to pay all charges properly applicable as laid down in Mid Sussex District Council's schedule of charges, and to use the facilities in a proper and reasonable manner.

I/we have received, read, understood and agree to abide by Mid Sussex District Council's standard "Conditions of Hire".

I/we confirm that I am / we are authorised to act on behalf of the above.

Signed	_____	Office Held	_____
Signed	_____	Office Held	_____
Date	_____		

IMPORTANT:
By signing this application form you are agreeing to the terms of the "Conditions of Hire".

PLEASE RETURN THIS FORM TO:

Facilities Management
Outdoor Business (Environment)
Mid Sussex District Council
Oaklands
Oaklands Road
Haywards Heath
West Sussex
RH16 1SS

Tel: 01444 477379
Fax: 01444 477464

Email: bookings@midsussex.gov.uk

Web: www.midsussex.gov.uk

