

General Church Hire Enquiry Form

General Hire For	
Contact Person	
Contacts Phone Number	
Contacts Email Address	

Date Required		Time		to
Church Facilities Required	<input type="checkbox"/> Church Hire incl Toilets			
	<input type="checkbox"/> Priest	<input type="checkbox"/> Organist	<input type="checkbox"/> Powerpoint	
Hall Facilities Required	<input type="checkbox"/> Hall Hire incl Toilets	<input type="checkbox"/> Kitchen	<input type="checkbox"/> Pergola	
	<input type="checkbox"/> Tech (Microphones, projector, music, USB)		<input type="checkbox"/> Playground	
Event Details	Number of Guests?			
	Further Information			

Office Use Only				
Hire Application	<input type="checkbox"/> Approved		<input type="checkbox"/> Denied	
	By			
Bond Required	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Amount \$.00	<input type="checkbox"/> Received
Cost of Hire	\$.00	<input type="checkbox"/> Invoiced		<input type="checkbox"/> Payment Received
Insurance Cover	<input type="checkbox"/> Own		<input type="checkbox"/> Cover Note Provided	
	<input type="checkbox"/> Required		<input type="checkbox"/> Application Received	
	<input type="checkbox"/> Submitted to Diocese		<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Entered into Calendar <input type="checkbox"/>			Paperwork saved to file <input type="checkbox"/>	

***Please email completed form to
hire@stfaiths-strathpine.org.au***