

## General Church Hire Enquiry Form

<b>General Hire For</b>	
<b>Contact Person</b>	
<b>Contacts Phone Number</b>	
<b>Contacts Email Address</b>	

<b>Date Required</b>		<b>Time</b>		to	
<b>Church Facilities Required</b>	<input type="checkbox"/> Church Hire incl Toilets				
	<input type="checkbox"/> Priest	<input type="checkbox"/> Organist	<input type="checkbox"/> Powerpoint		
<b>Hall Facilities Required</b>	<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		
<b>Event Details</b>	Number of Guests?				
	Further Information				

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

**Please email completed form to**  
[hire@stfaiths-strathpine.org.au](mailto:hire@stfaiths-strathpine.org.au)