

Mildura Senior College and Mildura English Language Centre (college) has the following facilities available for hire (for one-off or very short-term use) or licence (for regular, on-going use) to the community:

Area / Equipment	Half Day Hire Fee	Full Day Hire Fee
Hall	\$40	\$80
Gym	\$40	\$80
Library / Classroom	\$40	\$80
Oval	\$40	\$80
Music Room	\$40	\$80
Computer Room	\$40	\$80
BBQ Trailer	-	\$50
Graduation Gowns	-	\$15

MSC's College Council will only consider applications for the hire or licence of the above facilities if the purpose is for educational, recreational, sporting or cultural activities for:

- students;
- the local community groups; or
- young persons,
- and in circumstances where the facilities are not required for ordinary school purposes.

The process at the College for applying to hire or licence school facilities is:

1. Call the Business Manager to discuss hire application,
2. Complete and sign the Hire of Agreement form,
3. Include a copy of the groups Public Liability Insurance policy e.g. Certificate of Currency.
4. Include a copy of the hirer's Working with Children's card as required by College Council.
5. Enter into a written agreement with the College Council.

NOTE: All hirers and/or their employees volunteers and agents who are engaged in 'child-related work' as defined in the Working with Children Act 2005 (Vic) are legally required to have a valid WWC Check.

The agreement between you and the College Council will require you:

- to have adequate public liability insurance (other insurance might be requested, depending on the use of the facilities);
- in most instances, to pay a hire or licence fee for the use of the facilities;
- in most instances, to pay a security deposit; and
- to be bound by the terms and conditions contained in the agreement.
- Renew hire agreements annually.

Hire agreements will be invoiced at the time of booking, and the hire fee is payable within 14 days of receipt of the College Council's invoice.

Please contact the **College's Business Manager Ph: 03 5021 2911** to discuss your requirements or to obtain further information.

Review and Evaluation

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