



SP 17 – CLARE ART HOUSE BOOKING FORM

All correspondence directed to – Cecilia Wang, 4 Gleeson Street CLARE SA 5453 Telephone: (08) 8842 6400 Email: cwang@cgvc.sa.gov.au

Room/s required	Room 2 (please circle)	Room 4 (please circle)
Date & Time in		
Date & Time out		
Organisation		
Contact Person		
Postal Address		
Telephone & Email	PH:	Email:
Type of exhibition		

General Conditions of Permit

1. The permit is **not** transferable.
2. The permit holder or a nominated volunteer must be in attendance at the Art House for a minimum of 50% of the time during the duration of an exhibition.
3. At the completion of a function or exhibition the area must be cleaned and all art works removed. Failure to do so may result in art being confiscated or if left unclean cleaning fees charged.
4. Repairing and/or replacing of any damaged furniture; fixtures of fittings will be the responsibility of the permit holder. If any necessary repair or replacement is not undertaken within a reasonable time, Council may repair and/or replace and recover the costs from the permit holder.
5. Alcohol will not be served unless a liquor license has been obtained.
6. Council has public liability insurance for the building but damage or loss of personal equipment is the responsibility of the permit holder.
7. This permit may be revoked by Council if the permit holder fails to comply with a condition of the permit and may be revoked in any other justifiable circumstance.
8. The keys are to be collected from the Clare Council Office during opening hours and returned to the office or by arrangement through the afterhours return chute. The permit holder shall bear the financial responsibility for any lost keys.

Please note: The Art House is a shared space therefore permit holders are asked to respect parallel concurrent permit holders use. Arts Collective Clare Valley (ACCV) occupy the premises on a fulltime basis however cannot be expected to oversee or run non-members exhibitions. A copy of this permit form is provided to ACCV.

Signed for or on behalf of the Permit Holder

Name _____ Signature _____ Date: / /

OFFICE USE ONLY

Signed by or on behalf of the Council Approved / Denied (Please Circle)

Authorised Officer _____ Signature _____ Date: / /