



# Casual Hire Application Form

## Public Land

Name of Requester	
Phone	
Email	
Public Space Requested	<input type="checkbox"/> Gumeracha – Federation Park <input type="checkbox"/> Houghton – Houghton Square <input type="checkbox"/> Mount Torrens – Heritage Reserve <input type="checkbox"/> Stirling – Apex Park <input type="checkbox"/> Stirling – Coventry Library Lawns <input type="checkbox"/> Stirling – Steamroller Park <input type="checkbox"/> Other: .....
Day / Date	
Time	
Number of people in attendance	
Description of hire activity	
Power	Will your activity require use of power? <input type="checkbox"/> Yes   <input type="checkbox"/> No
Waste Management	Do you expect your activity to generate significant waste? <input type="checkbox"/> Yes   <input type="checkbox"/> No  NOTE: It is an expectation of hire that you will conduct your own waste management and remove all waste from the site upon departure.

Structures	<p>Will your activity require the erection of any temporary structures?</p> <p><input type="checkbox"/> Yes   <input type="checkbox"/> No</p> <p>NOTE: You may not peg anything into the ground in the erection of structures or decorations due to underground irrigation systems that can be damaged. Most temporary structures (marquees etc) will have an option for above-ground weights in place of pegs.</p>
Liquor	<p>Will your activity include the consumption of liquor?</p> <p><input type="checkbox"/> Yes   <input type="checkbox"/> No</p> <p>NOTE: Depending on the manner of liquor at your activity, you may require a Limited Liquor Licence.</p>

Upon receipt of this application form, Council will identify if the space is currently booked for the date you have requested and will review your application details. If there is a need to discuss anything outlined above, you will be contacted by a Council Officer.

If Council has no objection and identifies no conflict with your application, a permit will be sent to you for your records. Please have this permit with you on the day of hire in case of query by Council Rangers or general public.

Please note that a permit from Council only denotes permission for your activities, which may be outside the typical scope of the land's use. It **does not guarantee exclusive use of the area**, and the general public will be permitted to share the space with your party.

I declare to the best of my knowledge that the information provided in this application is accurate and correct. I will undertake to advise the Adelaide Hills Council immediately should there be any alterations or additions to the information supplied.

I agree that the space booked will be left in the same condition as found with no material left behind, and no damage to infrastructure or vegetation. I understand that any variation to this condition may incur fees to recoup maintenance costs.

Signed: ..... Date: .....

**Send completed application to:**

Events Officer  
[events@ahc.sa.gov.au](mailto:events@ahc.sa.gov.au)  
 8408 0441

Adelaide Hills Council  
 63 Mount Barker Road  
 Stirling SA 5152