

# Application for Use of Grounds

**Clutha**  
District Council



**Form to be sent to:** Community Services Coordinator, Clutha District Council.  
P O Box 25, 1 Rosebank Terrace, Balclutha 9240, Fax (03) 418 3185

(CDC to send copy to SouthRoads Ltd, Fax: 03 418 4062) YES/NO Date Sent: \_\_\_\_\_

Name of Organisation:	<input type="text"/>		
Contact Person:	<input type="text"/>		
Residential Address	<input type="text"/>		
House / Flat no:	<input type="text"/>	Street / Road:	<input type="text"/>
City / Town:	<input type="text"/>		
Phone:	<input type="text"/>	Cellphone:	<input type="text"/>
Alternative contact person:	<input type="text"/>		
Residential Address	<input type="text"/>		
House / Flat no:	<input type="text"/>	Street / Road:	<input type="text"/>
City / Town:	<input type="text"/>		
Phone:	<input type="text"/>	Cellphone:	<input type="text"/>
Name of organisation and address <u>for account</u> (if different from above):			
<input type="text"/>			
<b>SPORT/EVENT:</b>	<input type="text"/>	<b>DATE REQUIRED:</b>	<input type="text"/>
<b>NO. OF STANDARD FIELDS REQUIRED</b>	<input type="text"/>		
<b>PRACTISE DAYS AND TIMES</b>	<input type="text"/>		
<b>Field</b>	<b>Field Reference</b>	<b>Required?</b>	
Show ring	SR	YES/NO	
Rugby Ground (Old show ring by riverbank)	R1	YES/NO	
Junior Rugby (Field Equivalent)		YES/NO	
Riverside Reserve Grounds	R2	YES/NO	
	R3	YES/NO	
	S3	YES/NO	
Soccer Ground No 1 (Ground near Glasgow Street)	S1	YES/NO	
Soccer Ground No 2 (Ground near Riverside Reserve)	S2	YES/NO	
Junior Soccer (list fields required; indicating full size fields – J1, S1, S2)		YES/NO	
Cricket Wicket (i.e. S1 & S2)		YES/NO	
<b>GRANDSTAND:</b>		YES/NO	
<b>TOILETS</b>		YES/NO	
<b>ALTERNATIVE DAY IF CANCELLED:</b>	<input type="text"/>		

Clutha District Council, 1 Rosebank Terrace, PO Box 25, Balclutha 9240  
P: 03 419 0200; F: 03 418 3185; E: [help.desk@cluthadc.govt.nz](mailto:help.desk@cluthadc.govt.nz)  
[www.cluthadc.govt.nz](http://www.cluthadc.govt.nz)

- All representative/tournament games to be booked separately to seasonal bookings on separate form.
- Days or half days required in addition to regular fixtures must be applied for separately.
- Grounds are to be left in their original condition and any expenses incurred by the Clutha District Council in rectifying damage will be on charged to the hirer.
- Council/contractor reserves the right to cancel the use of any sports ground during periods of inclement weather or maintenance activities.
- Keys for the Balclutha Showgrounds are available from Friday to Monday from Council's Contractor, SouthRoads Ltd, Crown St, Balclutha on request.
- All hirers must ensure that the performance, playing or showing of any copyrighted work complies with the Copyright Act 2004.

Hiring of Administration Block and Stock Pavilions – please refer to The Secretary, South Otago A & P Society, P O Box 226, Balclutha. Phone (03) 4181693

<b>APPROVAL OF GROUND HIRE:</b>		<b>(subject to ground conditions)</b>	<b>YES/NO</b>
<b>Signature</b>		<b>Date</b>	

For any queries concerning ground hire, please contact: Russell Den Dulk, SouthRoads Ltd, Balclutha, Ph 03 418 4510 during working hours.

<b>For Office Use Only</b>			
<b>APPROVAL SENT TO APPLICANT</b>			<b>YES/NO</b>
<i>Please charge the above applicant for the hire of:</i>			
<b>For seasonal hire / Day(s) hire:</b>		<b>Signed:</b>	
<b>Applicant charged:</b>	<b>YES / NO</b>	<b>CONTRACTOR</b>	

**FIRE SAFETY REQUIREMENTS**

It is important that in using these facilities you do not carry out alterations or decorate the building in such a way or with materials which might increase the risk of spread of fire or impede evacuation of the building in the event of fire. Before carrying out any work of this nature, please ensure you consult a Fire Safety Officer from the Dunedin office of the Fire Service (Ph. 03 474 0709), or a Council Building Officer (Ph. 03 419 0200).