

Barkly Square Community & Commercial Kitchen

Booking Application

Thank you for your interest using our facilities at Barkly Square. Please complete this Booking application and email to bookings@barklysquare.org.au well in advance of your requested booking date. Please read the Barkly Square Community & Commercial Kitchen Terms of Use before completing this application; a copy of the Terms of Use can be requested via bookings@barklysquare.org.au or 5333 8600 if not previously received.

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| **Your Details** |
| Individual, group or organisation name |  |
| ABN (if applicable) |  |
| Primary Contact  | Name:Email:Tel: |
| Accounts / Invoicing Email  |  |
| Individual, group or organisation status | [ ]  Not for Profit / Charity (ACNC Registered)[ ]  For Profit organisation or sole trader |
| **Booking Request** |
| Date of Requested Booking |  |
| Time of Requested Booking (2 hours minimum hire applies) |  |
| Requested use |  |
| Expected group capacity |  |
| Additional requirements / requests |  |
| **Supporting Documentation** |
| Have you received the Community & Commercial Kitchen Terms of Use? | [ ]  Yes [ ]  No |
| Do you have a Certificate of Currency (Public Liability Insurance) ready to provide? | [ ]  Yes [ ]  No  |
| Food Business Registration | Must be available upon request |
| Food Safety Program | Must be available upon request |