

HOT YOGA OXFENFORD

5C / 5 Cottonwood Place

Oxenford 4210

hello@hotyogaoxenford.com.au

M: 0499 804 873



Studio Space Application

ABN: 55844273288

Please read all general information, along with the terms and conditions relating to the application of hiring of studio space and the purpose for use before completing and returning application.

Upon completion of reading please complete all details correctly and return application to hello@hotyogaoxenford.com.au for review. Please allow 5 days for your application to be processed and written confirmation received.

Two spaces are available for hire within the studio.

HIRE FEES

Downstairs Space:

Size: 116sqm

Max Capacity: 35

Hourly Rate: \$55.00 plus GST (minimum 2-hour hire – to allow set up/pack down/cleaning)

Upstairs Space:

Size: 46sqm

Max Capacity: 17

Hourly Rate: \$45.00 plus GST (minimum 2-hour hire – to allow set up/pack down/cleaning)

Use of toilet, shower facilities are included in hire fee. Kitchen facilities can be included for additional hire fee.

APPLICANT DETAILS

ITEM

DETAILS

DATE OF APPLICATION

ORGANISATION / NAME OF HIRER

ABN (if applicable)

APPLICANT'S CONTACT

DETAILS

Name:

Phone:

Mobile:

Email:

Postal Address:

SECONDARY CONTACT DETAILS

Name:

Phone:

Mobile:

Email:

Postal Address:

INVOICING DETAILS (if different to contact person)

Name:

Phone:

Mobile:

Email:

Postal Address:

EVENT / WORKSHOP OVERVIEW

ITEM

DETAILS

EVENT / WORKSHOP NAME

EVENT DATES & TIMES

From:

To:

DESCRIPTION OF EVENT

Please indicate your event type

- ❖ Corporate / Business event
- ❖ Workshop
- ❖ Yoga / fitness
- ❖ Meeting
- ❖ Other: _____

CATEGORY OF EVENT / WORKSHOP

Please indicate your event category

Public Event:

Events attended by the public, ticketed or free entry events

Private Event:

Events attended by hirers invited members or guests only, not the public

PROGRAM DETAILS

EXPECTED NUMBER OF ATTENDEES _____

ADMISSION CHARGES (if applicable) _____

RECURRING BOOKING (if applicable) Y / N _____

Please indicate hire preferences

- ❖ Weekly
- ❖ monthly
- ❖ other

SUN	MON	TUES	WED	THURS	FRI	SAT
09:30am – 3:30pm	11:30am – 3:30pm		11:30am – 3:30pm	11:30am – 3:30pm	11:30am – 3:30pm	10:30am – 2:00pm
6:00pm – 9:00pm				6:00pm – 9:00pm	6:30pm – 9:00pm	4:30pm – 7:00pm

INSURANCE DETAILS

Please provide details of your public liability

ITEM **DETAILS**

Insurance Company:

Policy Number:

Policy Attached:

COVID SAFE PLAN DETAILS

Applicants hiring studio space can operate under Hot Yoga Oxenford's COVID-19 industry plan and are subject to the guidelines outlined in the policy.

ADDITIONAL INFORMATION

Please note you may postpone or change time and date of event providing space has not already been previously booked. All fees are subject to GST and are not refundable.

AGREEMENT

I have read Hot Yoga Oxenford's conditions of hire & use of studio space and agree to abide by these conditions.

I acknowledge that fees and charges will apply for the use of the facilities and any damages of property will be reported to studio personal.

APPLICANT'S SIGNATURE:

NAME

(please print):

DATE: _____

Please return to hello@hotyogaoxenford.com.au

OFFICE USE ONLY

Date Application Received:

Lodged Insurance Policy attached: Y / N

Date Application Processed:

Application Approved: Y / N

Date Application Outcome Advised:

Applicants Invoiced: Y / N Invoice Number:

Applicants Payment Received: Y / N