

Studio Space Application

mcclelland-wood trust T/A HOT YOGA OXFENFORD

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.

HIRE FEES

Two spaces are available for hire within the studio.

Downstairs Space:

Size: 116sqm

Max Capacity: 35

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

Day hire \$350 per 8 hour day

Upstairs Space:

Size: 46sqm

Max Capacity: 17

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

Day hire \$300 per 8 hour day

Yoga Props

Bolsters, Blocks, towels or Yoga Mats: \$3.50 each (max 20)

\$15 cleaning fee for use of props in studio (covid policy)

Kitchen facilities

Whole day workshops only

Kitchen facilities can be included for additional hire fee. (does not include Staff's food items)

Hire fee for kitchen space: \$55 Incl GST per day

If any additional cleaning or damage this will be charged back to the client

Toilet / shower facilities

Use of toilet, shower facilities are included in all hire fees. (Must be kept clean)

If any additional cleaning or damage this will be charged back to the client

INSURANCE DETAILS

Please provide a copy of your public liability Insurance certificate

COVID SAFE PLAN DETAILS

Applicants hiring studio space can operate under Hot Yoga Oxenford's COVID-19 industry plan

PAYMENT TERMS

Deposit \$50 to hold booking. (invoice sent after Agreement has signed and returned)

Full payment is required 7 days minimum prior to booking via direct deposit or cash.

Part payments and cheques will not be accepted.

CANCELATION AND REFUND POLICY

A full refund will be given for bookings cancelled 72 hours or more prior to booking.
If a cancellation is made under 48 hours to booking no refund will be issued.

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 if inside the 48 hours set out in the refund policy.

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:

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

HOT YOGA OXENFORD Venue Hire Application Form				
Hirer Information				
Full Name:				
Name of Organisation (if different from above) :				
Organisation address:				
Suburb:		State:		Postcode:
Phone Number:				
Email address:				
Booking details				
Hirer Date(s):				
Purpose of room hire :				
Access time:	Exit time:	Total:	hours	
Start time:	Finish time:	Total:	hours	
Expected number of delegates/guests:				
Emergency Contact				
Name of emergency contact person:				
Address:				
Suburb:		State:	Postcode:	Moble:
Relationship:				
Room/Equipment hire requirements				
Downstair Studio Area:		Y / N		
Upstair Studio Area:		Y / N		
Kitchen Area:		Y / N		
Props to hire: Y / N (if yes add the amount below)				
Rubber Blocks:	Yoga Mat:	Bolsters:	Towel:	Other :
Deposit Details				
50% Deposit Date: credit card number stored to cover damages				
Credit card Details: (card Number)				
Card Number:			Exp	CVV
Deposit Amount \$				
Method of payment: Bank transfer				
Rental Fee Details				
final balance due date:		Banking details:		
		BSB:	Account No:	
Method of payment:				
Estimated balance of rental amount less deposit: \$				
Total rental amount:				
Signature of applicant:			Date:	
Signature for HOT YOGA OXENFORD:			Date:	