

Party Tableware Booking Requirements

Thank you for your interest in booking a Townsville Toy Library Party Pack.
To book, fill out an enquiry form on townsvilletoylibrary.org.au/party-hire.

Age Recommendation	All ages
Pick Up Time <i>Please note that the pick-up and drop off times are sharp. If you are late, a fee may be charged. Please discuss when booking if these times aren't suitable.</i>	Friday 05:00pm
Drop Off Time	Tuesday 09:15am
Payment - Direct Deposit <i>If you are unable to pay this way, please contact us ASAP to arrange another payment method and secure your booking.</i>	Bendigo Bank Account A/C Name: Townsville & District Toy Library BSB: 633 000 A/C Number: 161 339 536 Reference: PLEASE USE YOUR LAST NAME AND PARTY DATE AS THE REFERENCE

- Go to townsvilletoylibrary.org.au/party-hire to make a booking enquiry.
- Pay hire fee & bond at least **14 DAYS BEFORE HIRE DATE** to confirm your booking.
- Read below **Terms & Conditions** for hiring.
- Pick up & drop off time is as above! **IF YOU ARE LATE, A FEE MAY BE CHARGED**
- Dropping off your items must be received by the Lead on shift - *They cannot be left unattended*
- Not suitable for microwave. PLEASE DON'T USE SHARP KNIVES**
- Clean before returning. Re-Play products are dishwasher safe.

If there are any problems with the party toys, we urge you to contact the Townsville Toy Library immediately by Facebook message or email (party@townsvilletoylibrary.org.au).







Terms & Conditions of Hire

To hire for a weekend period:

- There is a security bond of the same amount as hire cost per item hire. Bond will be returned via bank transfer within 7-14 days after items are returned and checked. There is a \$30 cleaning fee if the Party Tableware is returned dirty.
- Hire fee is non-refundable if you decide to cancel your booking without adequate notice, being 7 business days' notice.
- If item/s or toy/s are not returned within the time frame specified an overdue fee of \$30.00 will be charged.
- **NOT SUITABLE FOR MICROWAVE. PLEASE DON'T USE SHARP KNIVES.**
- Please clean before returning. Re-Play products are dishwasher safe. Drink cooler must be hand washed gently with dish detergent and warm water.
- Once you have hired the item, you have an hour to report any damage or issues before it becomes your responsibility (please inspect as soon as possible).
- Any damage or lost items that occur during your hire is your responsibility; and if so, please act immediately and report the damage to the Toy Library via Facebook message. This damage will need to be fixed by you and if it is unfixable then the item will need to be replaced at your own expense.

PARTY TABLEWEAR - TERMS & CONDITIONS

Hire Inclusions - 1 pack for \$15. Choose 2 colours for \$25.

	Re-Play Tableware Packs	Quantity available	Quantity required	Price
	RED - 8 cups, 8 small bowls, 8 plates, 2 large plates, 2 large bowls and 2 divided plates	1		\$15
	GREEN - 8 cups, 8 small bowls, 8 plates, 2 large plates, 2 large bowls and 2 divided plates	1		\$15
	BLUE - 8 cups, 8 small bowls, 8 plates, 2 large plates, 2 large bowls and 2 divided plates	1		\$15
	YELLOW - 8 cups, 8 small bowls, 8 plates, 2 large plates, 2 large bowls and 2 divided plates	1		\$15
	PURPLE - 8 cups, 8 small bowls, 8 plates, 2 large plates, 2 large bowls and 2 divided plates	1		\$15
	IGLOO DRINK COOLER 18.9 LITRES (5 GAL)	1		\$15

Borrowing Date: Friday the _____ at 5.00PM

Return Date: Tuesday the _____ at 09:15am

By signing this Agreement:

- You acknowledge that you have read the above Terms and Conditions.
- Are willing to adhere to them and by hiring the Party Pack; accept all risk and liability of any injury, loss or damage associated with the use of the items hired. You are responsible for any such injury, loss or damage including but not limited to repair of any damage to the items hired and if unable to be repaired, then replacement of the item.

Name: _____

Signature: _____ Date: _____