

# EQUIPMENT BOOKING FORM

PO Number

## CONTACT DETAILS

Entity Name

Primary Contact

Address

Phone

Email

Pick Up Date

## EVENT DETAILS

Event Name

Event Date

Pick Up date &  
Time

Return Date & Time

Type of event

How did you hear  
about the event?

Who engaged  
who?

Scheme ID

## EQUIPMENT REQUIRED

Qty Available	Item Description	Number Requested	Number Approved	Number Returned
200	C4C 240L Bins			
4	3m x 3m C4C Marquee			
1	6m x 3m C4C Marquee			
8	C4C Tear drop flag			

## LOAN ASSET NUMBERS

# EQUIPMENT BOOKING FORM

## TERMS AND CONDITIONS

### 1. APPLICATIONS / BOOKINGS

- 1.1 All applications must be on this official application form.
- 1.2 Applicants must be approved Refund Point Operators. Refund Point Operators cannot provide or loan the Loan Equipment to any other party or person without the express consent of the WARRRL event coordinator.
- 1.3 Equipment can only be used for community events. It is not to be used for private parties or use.
- 1.4 Containers for Change WA has the right to refuse an application.
- 1.5 Bookings must be made no less than 4 weeks before the event.
- 1.6 Cancellations must be made within 1 week of the date required.
- 1.7 WARRRL reserves the right to cancel any booking due to unforeseen circumstances.
- 1.8 Approved applications will be confirmed to the provided email.

### 2. REFUND POINT OPERATOR RESPONSIBILITIES AND LIABILITIES

- 2.1 The Refund Point Operator will be liable/responsible for:
- 2.2 Any relevant transport costs to obtain the equipment where it cannot be collected by the Refund Point Operator.
- 2.3 Refund Point Operator will exercise reasonable care and try to prevent any damage to the equipment while in their care, including but not limited to: defacing the bins by writing on them, securing signs to bins, or filling bins with chemicals or petroleum-based fluids. Where equipment has been damaged the Refund Point Operator must contact Containers for Change event coordinator as soon as possible.
- 2.4 Refund Point Operator will return equipment in the condition it was issued, including cleaning of bins and dirt removal from flags.
- 2.5 Refund Point Operator will return all equipment within the agreed dates.
- 2.6 For any of the above, the Refund Point Operator will be invoiced to cover costs.
- 2.7 The Refund Point Operator cannot sell or create a security interest over the Loan Equipment. The Loan Equipment remains the property of WARRRL.
- 2.8 The Refund Point operator is responsible for the equipment, and transport of the equipment. Any required vehicle or goods insurance necessary is the responsibility of the Refund Point Operator.
- 2.9 The Refund Point Operator is responsible for unloading of the equipment from the vehicle, and returning the equipment to the placement as directed by the Containers for Change staff member overseeing the equipment return.

### 3. PICK UP OF EQUIPMENT

- 3.1 The equipment is stored at Unit 17/50 Howe Street, Osborne Park.
- 3.2 Access to the equipment is to be pre-arranged with Containers for Change event coordinator via email: [getinvolved@warrrl.com.au](mailto:getinvolved@warrrl.com.au)
- 3.3 Equipment must be collected with appropriate vehicles/trailers that are able to handle the adequate weight and size requirements of equipment. Equipment must be properly secured for transit within legal requirements (i.e. correct lashing capacity). Unsafe loading and transport of vehicles and trailers will not be permitted, and you will be required to return with appropriate equipment in order to take the equipment from the premises.

### 4. DISPUTES

- 4.1 Any disputes concerning loaning of equipment must be made in writing to: [getinvolved@warrrl.com.au](mailto:getinvolved@warrrl.com.au)



I have read and agree to these terms and conditions (please tick)



**SEND COMPLETED FORMS THROUGH TO  
[GETINVOLVED@WARRRL.COM.AU](mailto:GETINVOLVED@WARRRL.COM.AU)**