



Woy Woy Peninsula Little Athletics

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Equipment Loan Request Form 2019/2020

School (Hirer): Click or tap here to enter text.
Contact person: Click or tap here to enter text.
Phone: Click or tap here to enter text.
Email: Click or tap here to enter text.
Date equipment required: Click or tap to enter a date.
Total hiring cost: Click or tap here to enter text.

Please see page 2 of this form for the equipment list and hire costs.

Conditions of Hire

1. The Hirer is responsible for replacement of lost or damaged equipment. Any equipment damage must be immediately reported to Woy Woy Peninsula Little Athletics Centre. Woy Woy Peninsula Little Athletics Centre reserves the right to invoice the Hirer for the cost of repair or replacement of any damaged equipment. It is recommended that equipment be inspected before and after use to check for damage.
2. Running Spikes are not to be worn in the area surrounding the clubhouse or in the clubhouse itself. We recommend that all athletes are asked to apply and remove their spikes on the grass at the start of the 100m track.
3. The school must hold appropriate liability insurance to conduct the event using WWPLAC equipment. **Evidence of this must be provided to Woy Woy Peninsula Little Athletics Centre with this form.**
4. The Hirer is responsible for organising facilities and grounds hire with Council and abiding by the terms of that agreement.

Hirer Agreement

On behalf of Click or tap here to enter text., I agree to abide by the conditions of this equipment loan:

Signed: _____
Name: Click or tap here to enter text.
Position: Click or tap here to enter text.
Date: Click or tap to enter a date.

Centre Use

Evidence of insurance attached: Y/N
Invoice sent (date):
Payment received (date):
Equipment check: (Complete page 2 of this form):

Equipment Required

School: [Click or tap here to enter text.](#)
 Contact person: [Click or tap here to enter text.](#)
 Phone: [Click or tap here to enter text.](#)
 Email: [Click or tap here to enter text.](#)
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Item	Quantity	Returned/Comment
General track and field equipment - \$100 per day total		
Discus		
250g		
500g		
750g		
1kg		
1.5kg		
Shot put		
1kg		
1.5kg		
2kg		
3kg		
4kg		
5kg		
Field event marking spikes		
1–20		
21–40		
Long jump tape measure spike		
Tape measure		
Spike		
Rake		
Broom		
Track		
Lane number cones – 8 lanes		
Starting flags		
Relay baton		
Tape measure		
General equipment (Other) - \$50 per day total		
BBQ		
Chair		
Table		
Cone		
Gazebo		
Notice board		
Pickets and flags (to mark off areas for officials and marshalling)		
High jump equipment - \$75 per day total		
Mats		
Bars		
Electronic timing gates - \$300 per day total, subject to Committee availability		
Includes straight track of 8 lanes, computer and two operators		
TOTAL COST		