



Portaloo Hire Permit

Version No:	3.3
Reviewed:	Jan 2023
Next Review:	Jan 2024

CONDITIONS OF USE:

- Hire rates: \$70.00 per day or \$170 for three to seven days GST Inclusive
- **Payment: Payment to be made at time of booking or prior to collection of portaloo. Pay at the Administration Office with cash, cheque or card.**
- Any damage or loss be met by the hirer

Name: _____ for and on behalf of
(Name of individual making application)

Applicant Body: _____
(Organisation, Business, Group)

Address: _____

Telephone: _____ Email: _____

Purpose of Hire: _____ Date(s) of Hire: _____

Collection Date: _____ Approx Time: _____

Return Date: _____ Approx Time: _____

No. of days: TOTAL HIRE CHARGE: \$ _____

No. of portaloo's:

I, on behalf of the group recorded above, hereby apply to the District Council of Kimba to use the Portaloo for the purpose specified above, on the specified date(s) and for the specified period of use. ***In signing, I acknowledge that I have read and understand the relevant supplied Safe Work Instruction and Risk Assessment and agree to abide by the said conditions.***

Dated: _____ Signature of Applicant

Office Use only: _____

Approved by: _____ (WM/ CEO/ MCS)

- Service Request Completed
 - Booked in Hire Calendar
- Paid Over the Counter / Copy to Debtors

Checked out by: _____ Checked in by: _____
Employee Employee