

## Equipment Hire Form : Goolarri Media Enterprises

### Hire Equipment Information & Terms

Outgoing Hire Date:

Return Hire Date: \_\_\_\_\_

(Chairs must be returned within 4 days of outgoing hire date or a \$20 fee per day charge will apply)

| Hire Item Description          | Replacement Value \$ | Hire Cost Per unit \$ | Hire Quantity | TOTAL \$ |
|--------------------------------|----------------------|-----------------------|---------------|----------|
| White stackable plastic chairs | \$20.00              | \$4.00                |               | \$       |
| Blow moulded trestle table     | \$50.00              | \$20.00               |               | \$       |
|                                |                      |                       |               |          |
|                                |                      |                       |               |          |
|                                |                      |                       |               | \$       |

A \$200.00 Deposit is a compulsory requirement of hiring any equipment from Goolarri Media Enterprises and must be paid prior to collection of equipment. Please EFT your deposit to, to:

**Goolarri Media Enterprises**  
**BSB: 066505 Account No: 10073511**

Please input 'Hire' to the EFT transaction description and then email your receipt to: [accounts@gme.com.au](mailto:accounts@gme.com.au) for confirmation prior to collection of the hire equipment.

If the replacement cost of damaged and/or lost hire equipment exceeds the \$200 deposit, the Hirer will be liable for this cost.

### Details of Hirer

Name:

Organisation:

Phone Number:

Email:

Hire equipment must be returned in the same condition in which it was supplied in order for your deposit to be refunded. The 'Hirer' is responsible for collection and return of all goods hired. Please note, if the equipment is returned in a damaged state or items are missing, replacement cost/s will be charged.

**I understand that I am responsible for all equipment hired as detailed above and that I hold responsibility for all damage, loss and replacement costs of the equipment, as acknowledged below:**

Signature of Hirer:

Date:

GME Authorised Representative:

Date:

### Office Use ONLY: To be completed upon return of equipment

I acknowledge that the hire equipment was returned undamaged and on time:  Yes  No

Comments:

GME Authorised Representative:

Signature:

Date: