






Community Trailer – Inventory Checklist

Booking contact details:

Community Group or Association:		
Contact:	Phone:	Email:

Equipment

Item	No. Available	No. Required	Clean/working order prior to hire	Clean/working order post hire
BBQ 	1			
Bbq cooking utensils kit	1			
Gas bottle	1			
Generator – Yamaha 2400	1			
Nespresso coffee machine (Must provide your own pods, milk and cups)	1			
Portable Bluetooth sound system	1			
Plastic trestle tables (1.8m length)	4			
Wooden café tables 	5			
Wooden café deck chair	20			
Yellow toolix café stools 	8			
Small red stools	10			

Shade umbrellas and weighted base	4			
Picnic rugs	4			
Large picnic cushions	8			
Small chair cushions	16			
Children's outdoor beanbags	6			
Adult outdoor beanbags	4			
Children's activity tables	4			
Large esky	1			
Giant Connect 4 game	1			
Giant Jenga game set	1			
Extension cords	2			
Power boards	2			
Outdoor gas heaters and gas bottles	2			
20m Festoon Lighting and bulbs	2			
20m Fairy lighting	2			
Roll out Astro turf (3x2)	3			
Marque (3x3)	2			

TERMS CONDITIONS OF USE – Please read all conditions

1. All items included in the hire of the trailer are for the use of community activities.
2. Trailer and items are not to be used for personal use.
3. The cost of repairs to any equipment damaged inside the trailer which is not normal wear and tear will be the responsibility of the hirer.
4. Hirers are to ensure that the trailer remains locked at all times to ensure the safety of equipment inside
5. The trailer and equipment is not to be left unattended by the hirer.
6. If using the bbq this must be properly cleaned prior to returning to the depot.
7. If using the generator, unleaded fuel is only used and the hirer must sign the instructions or use document.

DECLARATION

I, _____ have read and understand conditions of use. I declare that I am over the age of 18. I will ensure that, being the responsible hirer, the conditions of equipment use are adhered to. Should my use of the community trailer contents contravene the terms and conditions, or should negligent use of equipment result in damages, I accept that I may be held liable for replacement and repair of said damage. I hereby give permission for any associated costs to be deducted from my bond (if applicable).

Signed:

Date: