

Application for Use – Mackay Sugar Marquee



Mackay Sugar

Name of organisation/group: _____

Address of organisation: _____

Contact person (name): _____

Telephone: _____ Mobile: _____

Email: _____

Event name and description: _____

Date/s marquee is required: _____

Time of collection: _____ am/pm Time of return: _____ am/pm

Terms & Conditions

Terms & Conditions for use of Mackay Sugar marquee:

- The Mackay Sugar marquee is for use by 'Not-for-profit' groups for community/public events only.
- No hire cost will apply. In lieu of hire cost, acknowledgement of Mackay Sugar's in-kind support is requested.
- Applicants are responsible for the collection and return of the Mackay Sugar marquee within the specified times on the application form.
- Applicants are responsible for any damage to the Mackay Sugar marquee which Mackay Sugar does not consider to be 'Fair Wear and Tear'. Applicants will be responsible for any such damage from the time of collection of the Mackay Sugar marquee to the time the Mackay Sugar marquee is returned to Mackay Sugar's Corporate Office (Racecourse Mill). Mackay Sugar will invoice applicants for the cost of materials and labour required for repairs to any such damage.
- The Mackay Sugar marquee is a 'community' asset and applicants' proper use and care of the Mackay Sugar marquee will ensure its continued use for all groups.

I have read and understand the above Terms & Conditions.

Signature of Borrower

Date

Contact:

Executive Assistant – 4953 8254

Forward application to:

**Executive Assistant
Mackay Sugar
PO Box 5720
Mackay Mail Centre
Qld 4741
Email: c.grech@mkysugar.com.au
Fax: 4953 8340**

Completed form to be retained and filed by the relevant Business Unit's Business Co-ordinator