

RNC



Rozelle Neighbourhood Centre

665 A Darling St, Rozelle, 2039
Ph 9555 8988 Fax 9810 8532
Email : community@rnc.ngo.org.au
ABN: 67 389 740 920

\$100 VENUE HIRE DEPOSIT

Name of Group: _____

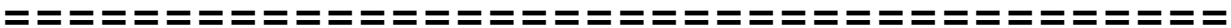
Contact Person: _____

Address: _____

_____ **Post Code:** _____

- I undertake to abide by the agreement that the key issued today is my sole responsibility.
- If a key(s) is reported lost or stolen, I agree to immediately contact the Rozelle Neighbourhood Centre Manager to discuss the potential to property risk.
- If the re-keying of a door is required, the cost for this action will be negotiated and charge to the person responsible for the lost key.
- If the issued key is lost I understand will no longer eligible to receive my key deposit.

Signature: _____ **Date:** _____



Office Administration

Deposit received via: Cheque Cash **Date:** _____

Receipt No: _____ **Key No. Issued:** _____

Authorised: _____ **Return Date:** _____