

# HAROLD CORR OVAL APPLICATION FOR HIRE

This application must be submitted at least **14 days prior to the event date or first date of hire.**

## Hirer Details

Name of Organisation or Group (if applicable)

Contact name

Official Position

*Postal address*

Street number

Street name

Suburb

Postcode

Contact phone number

Email address

## Booking Details

Activity/Event name

Proposed Activity/Event

Number of participants

Anticipated number of spectators

Start Date

End Date

Start Time

Finish Time

Equipment used during Activity/Event

## Available Facilities

- Athletics Track
- Long Jump Pits
- Triple Jump Pits
- Shot Put Circles
- Discus/Hammer Throw Cage
- High Jump Mat
- Javelin Runway

\*There are 2 facilities available for hire, excluding the Athletics Track

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## Venue Requirements

	Start Time	Finish Time	Required Facility
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

## Insurance Details

It is a requirement of Council that all incorporated bodies, clubs, schools, associations, corporate or commercial hirers require their own public liability insurance.

Please provide copy of the below documentation to be submitted with this application:

Public Liability Certificate of Currency

## Coaching information

All trainers and coaches working at Harold Corr Oval must be accredited with Athletics NSW or Athletics Australia.

Please provide copies of the below documentation to be submitted with this application:

Coaching Accreditation

Coaching Membership / Public Liability Certificate of Currency

Valid Working with Children Check

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## Activity/Event Details

Please Tick	If yes, please provide additional information (number, size, provider)
Do you require access to toilets?	
Do you require access to floodlighting?	
Do you plan to display boards or banners?	
Do you plan to sell or consume alcohol?	
Do you plan to use a PA system or loudspeakers?	
Do you plan to sell food at the event?	
Will there be the sale of items other than food?	
Do you plan to have jumping castles, amusement devices, animal farms or petting zoos?	
Do you require extra bins for your event and how many?	

## Fees and charges

Go to [www.penrith.city/facilities-recreation/sports/hire-a-sports-facility](http://www.penrith.city/facilities-recreation/sports/hire-a-sports-facility) for current details. Please send the following to [recreation@penrith.city](mailto:recreation@penrith.city)

- Completed booking request form
- Valid Certificate of Currency

\*This is a booking request form only. You will be notified in writing (via email) when your date has been secured.

## Contact the Recreation Team

Penrith Civic Centre | 8.30am - 4pm weekdays (excluding public holidays)  
601 High St, Penrith NSW 2750  
02 4732 7930 | [recreation@penrith.city](mailto:recreation@penrith.city)

## Agreement

I agree to abide by Penrith City Council's Conditions of the Harold Corr Oval – Application for Hire. I hereby certify that the information supplied in this application is correct to the best of my knowledge. I also agree to advise Penrith City Council immediately should there be any changes or additions to the information supplied.

Signature

Date

Print name

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## Terms and Conditions

### Access, Booking & Fees

The Hirer is only entitled to use the specific areas of the facility that they have hired. Council reserves the right to hire any other portion of the facility for any other purpose or purposes at the same time.

All booking requests are to be made through Penrith City Council.

For casual and event bookings & enquiries, please contact the Community Facilities and Recreation team on (02) 4732 7930 or

[recreation@penrith.city](mailto:recreation@penrith.city)

To make a booking ensure you complete the Harold Corr Oval – Application for Hire (this is not a booking confirmation). You will be contacted within 10 business days to discuss the availability, cost and to confirm the date of your booking.

### Public Liability

The Hirer must provide Council with a copy of their Certificate of Currency for public liability, with a limit of indemnity of not less than twenty million dollars (\$20,000,000), noting Council's interest for the period of the use at Harold Corr Oval.

### Cancellation / Wet Weather

Cancellation of bookings must be made by the Hirer in writing to the Council. If a booking is cancelled more than 7 days before the scheduled activities the hire fee will not be charged. If the booking is cancelled less than 7 days before the scheduled activities, the full amount of hire fee will apply.

Ground closures do not apply to this facility. Any decision to postpone, cancel, or continue an event due to weather will be at the discretion of the hirer, considering the field's condition, potential damage, and duty of care to participants. The hirer must conduct their own safety assessment to ensure the event can proceed. If weather affects your event, please contact

Penrith City Council at (02) 4732 7930 or email [recreation@penrith.city](mailto:recreation@penrith.city) to discuss rescheduling to the next available date.

### Conditions of Use

All facility users must adhere to the Terms and Conditions of Hire for Sports Facilities, Parks and Open Spaces, the Synthetic Track Conditions of Use and the Sportsground User Guide, and any Council officer directions to prevent damage and to prolong the life span of the synthetic facility.

The following conditions of use must be adhered to:

- You enter and use this facility at your own risk
- All groups and organised sporting activities need to book with Council before use.\*
- Council reserves the right to book the oval at any time.
- Seasonal Bookings take precedence; members of the public must vacate the oval during events activities.
- Children under the age of 10 years must be closely supervised by an adult (16 years and over) Hirers are responsible for conducting a risk assessment to determine the suitability of the facility for training & competition.
- Approved Footwear ONLY
  - Flat sole surface footwear
  - Spikes must be Christmas Tree or Pyramid conical in shape
    - 7mm Max. for running events
    - 9mm for jump and throw events

The following are not permitted within the synthetic track fencing:

- No 'Needle' spikes
- No Heeled or Studded Shoes
- No Dogs or Animals (on or off leash)
- No Unauthorised Vehicles
- No Gym Equipment (including training sleds)
- No Food, Drink (water permitted) or Chewing Gum
- No Bikes, Skateboards or Scooters

The following conditions must be adhered to in relation to the following athletics equipment:

### Starting blocks

- The use of personal starting blocks is strictly prohibited

### Hurdles

- Hurdles are to be carried to the designated position and set in place. Under no circumstance are hurdles to be dragged

### Javelin and pole vault

- Javelin and pole vault only in the designated area of the track

### Running Sleds

- Running sleds are only permitted outside of the gated track

### Long/triple jump (sand pits)

- During training and competition the long/triple jumps are to be maintained by the user by sweeping the sand back into the pits. Sand accumulation on the run up or on the track surface is to be avoided

### Track Etiquette

Please see the following for further information on [Harold Corr Oval Track Etiquette](#) (pdf 67.9KB)