



Vishnu-Shiva Mandir

82 Mawson Drive, Mawson ACT 2607



Conditions of Hire

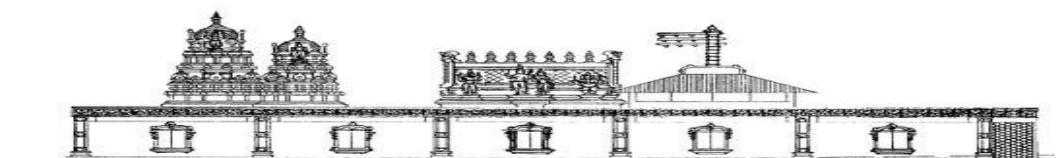
Hirers are to enter into an agreement with Vishnu-Shiva Mandir (VSM). Hirers are to be bound by the following conditions and should read them carefully before signing the Agreement on Conditions of Hire. The Agreement on Conditions of Hire must be signed and provided to Vishnu-Shiva Mandir. Providing false or misleading information or violation of any condition may result in financial penalty and/or prosecution.

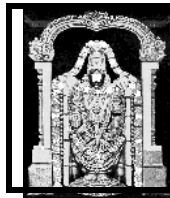
Permission to Use

The Hirer should not use the building for any purpose other than that specified on the Agreement on Conditions of Hire. It is the responsibility of the Hirer to see that their guests understand and adhere to these conditions.

Vishnu-Shiva Mandir has total discretion to accept or decline any application regarding the Albert Hall. The Hirer will not provide false or misleading information, or omit to provide information that will result in the application being false or misleading.

The Hirer shall require all persons at Vishnu-Shiva Mandir and grounds to behave in an orderly manner and comply with this agreement. The Hirer will ensure that any person who fails to do so, leaves Vishnu-Shiva Mandir and grounds.

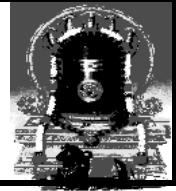




Sri Vishnu Siva Mandir

82 Mawson Drive, Mawson ACT 2607

Ph: (02) 6286 6404
Email: vishnushivamandir@hotmail.com



Failure to meet any of the Conditions of Hire, either before or during a booking, will result in immediate cancellation of a booking.

Sub-letting of whole or part of the Hall is not permitted.

Tents or marquees may not be erected without the written permission of Vishnu-Shiva Mandir. Use of grounds around the temple including top level concreted car park have to seek Vishnu-Shiva Mandir Management Committee (VSM-MC) permission prior to use.

No animals except "guide dogs" may be admitted to the hall except with prior arrangement.

Facilities

Main Hall 24.4m x 15.4m; Stage 8.7m x 7.1m; Ante Room 9m x 9m; Kitchenette (not suitable for food preparation). No crockery is provided. Approximately 75 chairs, supplied chairs are strictly for indoor use. If seating is required for outdoor areas (including the grounds or concreted car park), hirers will need to supply their own. Also, 3 trestle tables: Table dimensions: 760 x 1830.

Hire Fees

Schedule*	Wedding	Hourly Rate
Daily Rate - (Mandir)	\$1,000.00	\$250.00
Daily Rate - (Cultural Hall/Vedanta Hall)	\$200.00	\$50.00

Security Bond and Public Liability Insurance

Refundable Security Bond	\$500.00
Public Liability Insurance	\$250.00 *Conditions Apply
*See section on Indemnity and Insurance	

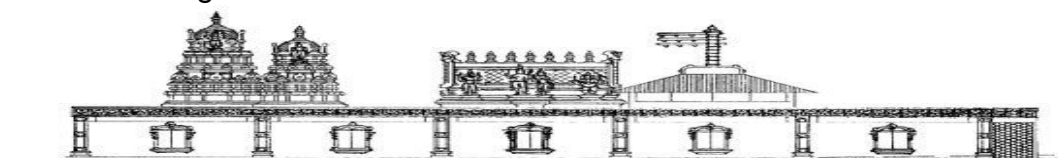
**All charges contained within are current until 30 June and subject to change post 1 July. The hire fees and Public Liability Insurance are inclusive of GST.*

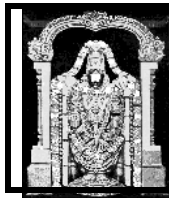
Hire Fees

Included in the hire fee is the use of the specified hall, access to the rubbish facilities and a general clean after your event. Additional costs may apply for deviation to the standard hire arrangements.

Refundable Security Bond

The bond is fully refundable subject to any damages, cleaning, overstay of hire period, theft, misuse or vandalism of property. There are no exceptions to payment of the bond. The bond is to be paid in full no later than eight (12) weeks prior to the booking date.

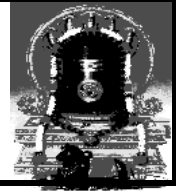




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The Security Bond is held by Vishnu-Shiva Mandir as a guarantee of compliance with the Conditions of Hire. Once the premise is returned completely cleaned and full compliance with the Conditions of Hire has been confirmed, repayment of the bond will usually occur within 4 weeks of the hire period. Any damage caused by the Hirer may result in a deduction of the bond and be advised in writing. The Hirer will be liable for all costs incurred for damages and repairs that exceed the amount of the bond. Should the Conditions not be complied with, the bond or part thereof may be forfeited. The Security Bond will be held by Vishnu-Shiva Mandir until any dispute (if any should arise) has been resolved.

Vishnu-Shiva Mandir reserves the right to retain the bond, in full (or in part) to cover or be deducted from make good repairs or cancellation penalties.

Booking deposit fee

A deposit of \$1000.00 (the refundable security bond) is required to confirm all bookings along with a completed booking form. Until the deposit is paid, the booking cannot be confirmed and other bookings will take precedence.

Community discounted rate

To be entitled to this rate the Hirer must produce a copy of its Public Liability Insurance Certificate at the time of placing the booking.

Final payment

Total outstanding balances must be paid no later than eight (8) weeks prior to the booking date. Unless the final invoice is paid on time, VSM-MC reserve the right to cancel the booking. Access to the hall will not be provided if the balance is not paid.

Payment method

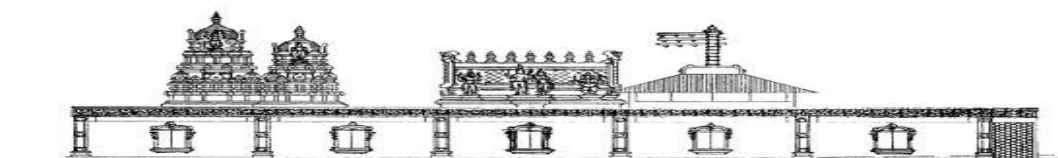
Payment can be made by credit card; electronic funds transfer (EFT) or cheque. Cheques are to be made payable to: Vishnu-Shiva Mandir and be cleared before access to the hall will be granted. Cash and EFTPOS facilities are available at the Mandir. Payments may be sent ATTN: Booking Officer Vishnu Shiva Mandir 82 Mawson Drive ACT 2607 or in person

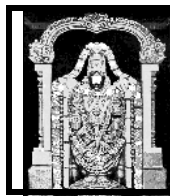
Cancellations on a sliding scale

No monies are refundable unless the booking is cancelled in writing at least twelve (12) weeks prior to the hire date.

Should the Hirer cancel their booking at any time there is a refund policy within these periods;

Event cancelled 0 to 12 weeks before the event date	100% of the hire fee will be forfeited
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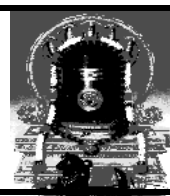




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Event cancelled 12 to 16 weeks before the event date	50% of the hire will be forfeited
Event cancelled 16 to 20 weeks before the event date	25% of the hire fee will be forfeited
Event cancelled 20+ weeks before event date	0% of the hire fee will be forfeited

Vishnu-Shiva Mandir reserves the right to cancel bookings at any time. In such cases all monies will be repaid and Vishnu-Shiva Mandir will not be liable to compensate the Hirer or any other entity for any losses which may be suffered.

Venue hire

Full day hire

Includes use of the hall from 9:00am on the day of hire until 10:00pm, unless other arrangements have been made prior to the event. Approval will also be dependent upon other bookings.

Minimum hire period

A minimum hire period of four (4) hours applies to all bookings of the Mandir and 2 hours for Cultural Hall and Vedanta Hall.

Hire period

The hire period includes access to the hall for all set up and take down requirements. If the Hirer fails to vacate the Hall after the conclusion of the hire, the Hirer shall pay Vishnu-Shiva Mandir upon demand, additional charges at current rates.

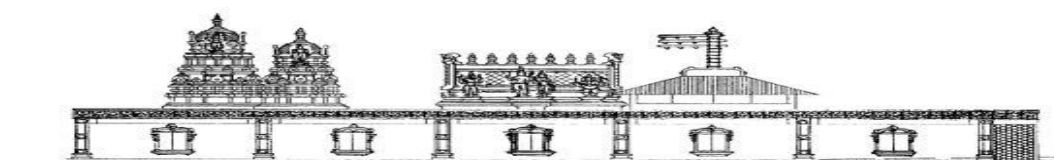
Advance bookings

While bookings can only be taken up to 12 months in advance, events that require forward planning in excess of 12 months may be considered. Please contact Vishnu-Shiva Mandir for further information.

Inspection and bookings

Inspection of the Mandir Hall is available by appointment. To arrange an appointment, please phone (02) 6286 6404 or email vishnushivamandir@hotmail.com.

Tentative bookings will be held for 14 days from initial enquiry. Vishnu-Shiva Mandir reserves the right to decline any application or booking. Persons wishing to hire the premises must be over 18 years of age. The person completing the booking form is subject to these terms and conditions. The hiring may not be assigned or transferred to any other person, persons or organisation without prior written permission of Vishnu-Shiva Mandir. Hirers must ensure that Conditions of Hire and any specific arrangements or instructions are complied with at all times.





Flags and banners

Hirers must seek approval from the contact person or manager to display their flag or banner at Mandir Hall. All Flags and Banners must meet the approved standard criteria before being displayed and can only be put up by Vishnu-Shiva Mandir qualified personnel. The design must be submitted to Vishnu-Shiva Mandir eight (8) weeks prior to the hire period for approval and meet the required specifications. The Banners are to be put and removal will be at the conclusion of the Hire.

Audio system


An in-house audio system is available for use. This consists of a PA/sound system, lectern. The Hirer will ensure that after use, the audio/sound equipment is returned to how it was found upon exit.

Occupancy

The Vishnu-Shiva Mandir has the below listed occupancy limits. The Hirer agrees not to allow this occupancy limit to be breached at any time, and is personally responsible for the enforcement of the occupancy limit during the term of the agreement.

The Hirer agrees that it will, at all times, have material control and conduct of the event. If Vishnu-Shiva Mandir reasonably suspects the Hirer will not be the person with material control and conduct of the event, they reserve the right to immediately cancel any booking made and the Hirer shall forfeit any fees, charges or bonds paid.

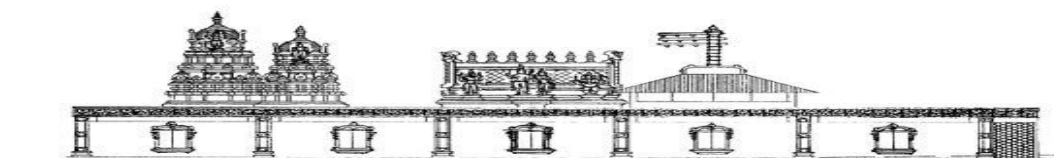
Venue set up options

Venue	Area size	Theatre Style
Mandir Hall, Cultural Hall and Vedanta Hall		
	340m ²	450 persons

If you propose to use the hall for a different purpose, please contact Vishnu-Shiva Mandir for further advice.

Risk Management Plan (RMP)

Vishnu-Shiva Mandir will advise if a Risk Management Plan will be required for an event. Examples may include but are not limited to booking for religious purposes and organising for political or other similar events. This plan shall identify the





potential risks that may arise from holding an event at the Vishnu-Shiva Mandir and lists the steps the hirer will take to reduce or mitigate identified risks. The Risk Management Plan will be reviewed and a decision made if the booking is to be accepted.

First aid

It is the responsibility of the hirer to ensure the provision of adequate first aid is available during the period of hire.

Protection

The floors, ceiling, walls or any other part of the Vishnu-Shiva Mandir of any fittings or furniture shall not be broken, pierced by nails or screws or in any such manner or in any other way damaged. No notice, sign, advertisement or fittings of any kind shall be erected in the venue, in the grounds (including the car park) or attached to or affixed to the walls, doors or any such portion of the building, fittings or furniture. No fixture, fitting or furnishing may be altered, moved or removed without the written consent of Vishnu-Shiva Mandir. No advertising or other signs or sticking material are to be attached to any part of the Hall unless approval is obtained from the Vishnu-Shiva Mandir, Senior Manager.

Equipment and decoration

Smoke machines, sparklers or any other smoke producing item may not be used in the building under any circumstances. Should any Vishnu-Shiva Mandir smoke detector or alarm be activated during your hire, the Bond may be forfeited and additional charges may be incurred for the call out of the ACT Fire Brigade/Vishnu-Shiva Mandir Staff Member. All helium balloons must be removed from the building before departure as their movement in the building may cause security alarms to be activated. A bond deduction may be required if the security alarms are activated for this reason.

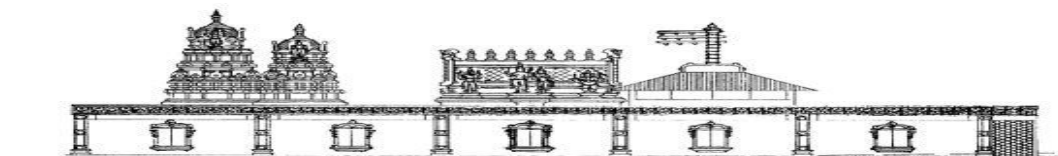
No nails, staples, paint, screws, tape, blue tack or glues are to be used. All decorations are to be removed completely.

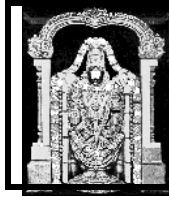
Hirers must apply to Vishnu-Shiva Mandir if they wish to use mechanical amusements as part of their Hire.

Good order

The Hirer shall be responsible for the full observance of these conditions and for the maintenance and preservation of good order in the Vishnu-Shiva Mandir and the immediate surrounds throughout the duration of the hire.

A cleaning charge may be incurred by the Hirer if the premises or immediate surrounds of Vishnu-Shiva Mandir are left in an unclean, untidy or if Vishnu-Shiva Mandir deems an unusable state. This cleaning charge may be higher if the

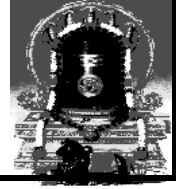




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cleaner is required to attend on short notice, on a weekend or after normal business hours.

Theft, damage and making good on damages

Vishnu-Shiva Mandir shall not be liable for any loss or damage sustained by the Hirer or any person, firm or corporation entrusting to or supplying any article to the Hirer by reason of any such article being lost, damaged or stolen. The Hirer shall indemnify Vishnu-Shiva Mandir against any claim by any such person, form or corporation in respect of such article or thing.

In the event of damage occurring to any part of the Vishnu-Shiva Mandir property, furniture or equipment while it is being used, the Hirer agrees to pay Vishnu-Shiva Mandir, the cost of making good the damage (inclusive of fire equipment) and agrees to accept the decision of Vishnu-Shiva Mandir on the extent of any such damage and to whom Vishnu-Shiva Mandir engages to conduct the repairs.

The Hirer is required to leave the Vishnu-Shiva Mandir and grounds in the same condition and repair as at the commencement of the hire. If Vishnu-Shiva Mandir and grounds are not left in the same condition or are damaged in any way whatsoever by the Hirer, guests or employees, the Hirer shall be liable to pay the cost of restoring the Vishnu-Shiva Mandir grounds to its pre-hire condition provided that the damage is not caused by an Act of God.

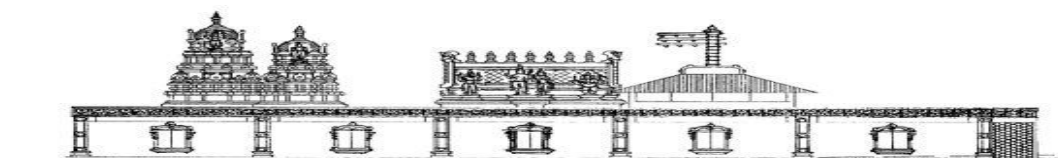
Indemnity and insurance

Vishnu-Shiva Mandir undertakes no responsibility for the property of any Hirer or other person.

The Hirer shall indemnify and keep and keep indemnified the ACT Government, represented through the Vishnu-Shiva Mandir, its employees and agents against all actions, suits claims and demands which may have been made by any person for damages for death, personal injury, damage or loss of property or financial loss arising out of or in connection with the use of Vishnu-Shiva Mandir including legal costs of any such actions, suits, claims and demands, except to the extent that any death, personal injury, damage or loss of property or financial loss was caused by the negligent or unlawful act or default of the ACT Government.

The Hirer shall insure against all such liability as is mentioned in subclause 12(1) in the sum or \$20,000,000.00 and shall provide evidence to the manager of the currency of such insurance before the commencement of the hire.

Where Individual or Non Incorporated Community organisation Hirers have taken up the Public Liability Insurance option as part of the hire fees, that insurance will be deemed to meet the requirements of the ACT Government in relation to this hire agreement.





Information on insurance providers may be found at the [Insurance advisor website](#). We are unable to recommend one particular company.

**** Public Liability Insurance for Individuals and Non Incorporated Community Entities**

This cover is available for Hirers who are Individuals or Non Incorporated Community organisations. The cover meets the requirements of the ACT Government for the hire of this facility and provides up to \$20 million Public Liability Insurance coverage for the period of the hire including the set up and take down activities. A \$1,000 excess is payable by the Hirer covered by this insurance for any loss arising from any one event. This insurance arrangement is not available for Incorporated Community organisations or Commercial Entity Hirers.

Alcohol consumption

The consumption of alcoholic beverages is strictly prohibited at Vishnu-Shiva Mandir precinct, defined by the surrounding areas. No guest is authorised to consume alcohol on the premises. Consumption of such beverages in cars, driveways and other areas of the precinct is a violation of the Vishnu-Shiva Mandir Conditions of Hire and therefore prohibited.

Security

High risk events may require the Hirer to engage an ACT Government approved Security Company. Vishnu-Shiva Mandir will advise if security arrangements are required as part of the Risk Management Plan. The Hirer shall provide a complete guest list no less than four (4) days prior to the hire date that will be supplied to the Security Contractor.

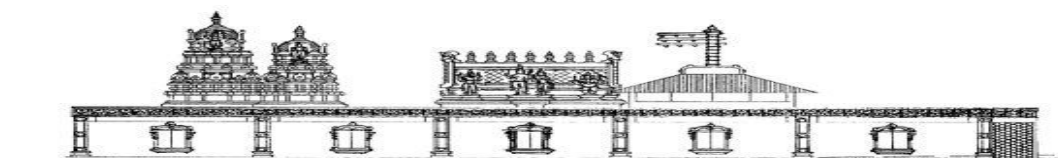
Where security has been engaged, the Security Contractor shall collect the keys at the event conclusion for return to Vishnu-Shiva Mandir. Where required, the security arrangements made by Vishnu-Shiva Mandir, on behalf of the Hirer, permit the Security Contractor to shut down the event for any one, but not limited to, the below scenarios:

In the event of attendees causing 'serious' damage to the building itself;

If attendees instigate and/or become involved in, violence or other anti social behaviour;

Attendee number exceeds the capacity of the building or is beyond reasonable control of Security.

Vishnu-Shiva Mandir security contractors check the premises routinely. However, should it be necessary for them to take action due to late closure or noise levels on the premises or surrounds, this may forfeit the Security Bond held. Should





Security or any Vishnu-Shiva Mandir staff member be required to attend the premises for any reason in relation to the function, a callout fee (payable by the Hirer) may be charged.

Licences

Hirers are to comply with the provisions of all Legislation and Regulations such as the Public Health Regulations, in place at the time of Hire.

Where food is to be cooked for a function, the Hirer must obtain the required Licence(s) for the event date(s) and shall supply the Booking Officer with a copy of the License(s) before the function.

Smoking

In accordance with ACT Government regulations, smoking is not permitted within the precinct of Vishnu-Shiva Mandir. Hirers who breach this regulation will forfeit the full Security Bond paid.

Fire and safety

1. Doors must be free of blockages and exit doors must not be locked.
2. Highly flammable materials are not permitted within the premises.
3. No gas heaters, lamps, fires or use of fireworks is permitted either in Vishnu-Shiva Mandir or its grounds or the surrounding public open space. Use of fireworks will result in immediate shut down of the event and the forfeit of all bond monies and possible prosecution.

Good neighbour policy

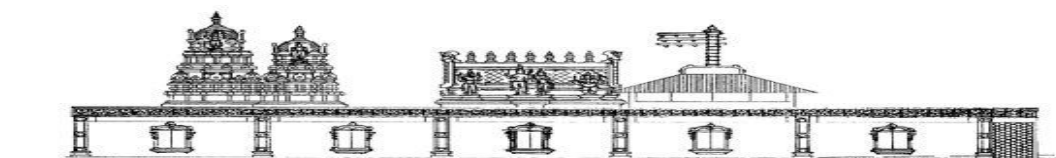
Vishnu-Shiva Mandir requires all users of the venue to be aware of the neighbours and to ensure that they be treated with respect, especially in regard to noise levels at night functions. Please see section on noise restrictions.

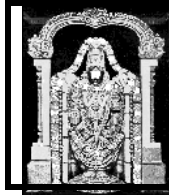
Noise restrictions

Hirers are to comply with the Environment Protection Act 1997 (the Act). Vishnu-Shiva Mandir is within Zone C. This noise level applies at the lease boundary. Additional information can be found on the [Environment Protection Authority website](#).

Asset works

Vishnu-Shiva Mandir may, at times be required to complete upgrades or maintenance work. These works are sometimes known in advance. Where possible, Vishnu-Shiva Mandir will endeavour to provide adequate notice of any disruption to the Hirer. The Hirer agrees to the venue being taken on 'as is' basis on the event date.





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Service faults

Vishnu-Shiva Mandir accepts no liability to compensate the Hirer for any loss, which may be suffered through any failure in the appliances, lighting or other service in the Albert Hall. Without limiting the exclusion of liability, Vishnu-Shiva Mandir will use its best endeavours to rectify any such failures as soon as possible after having been notified from the Hirer of the failure.

Instruction and access

Vishnu-Shiva Mandir or an authorised representative (including the Australian Federal Police (AFP), ACT Fire Brigade or approved Security Company) shall be entitled to unrestricted access to any part of the building during the hire. Any instruction given by an authorised representative to any person admitted by the Hirer shall be obeyed.

Traffic Management Plan (TMP)

As the loop road around Vishnu-Shiva Mandir is gazetted, a Traffic Management Plan (TMP) would be required should you require variance to the arrangement. The Hirer shall be required to cover the cost for the establishment and implementation of the TMP.

Australian Federal Policy (AFP)

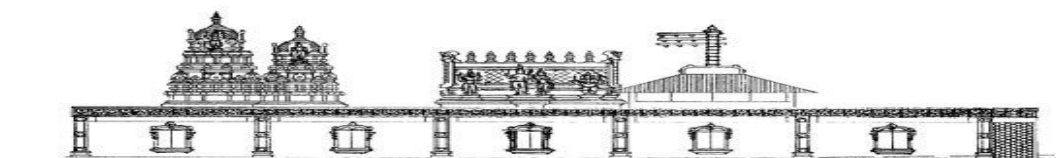
As a matter of course, Vishnu-Shiva Mandir provides the Australian Federal Police (AFP) with information on events being held in our facilities. Such information may include the name and contact details of event organisers.

Emergency contact numbers

Vishnu-Shiva Mandir 24/7 Response Centre	(02) 6286 6404
Emergency Services (Fire, Police, Ambulance)	000

Collection and return of keys/security pass

- The Bookings Officer will advise procedure on collection of the pass.
- The Hirer is required to sweep floors, re-stack any chairs and tables in the specified location. Stacked chairs are to be moved using the chair trolley, not dragged along the floor. Hirers are advised to bring their own cleaning equipment.
- The Hirer shall be responsible for the collection of all rubbish (inside and outside). Rubbish is to be deposited in the waste hopper provided. Hirers are to empty litter into the hopper (rear of the building) at the conclusion of the hire.
- All window/doors must be checked and locked before leaving.
- Ensure that Vishnu-Shiva Mandir is left in a clean and tidy condition
- The pass is not transferable to any other person
- Should the pass be lost, the Property Officer must be notified as soon as possible.





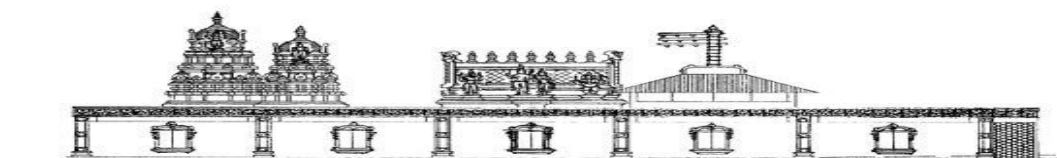
Sri Vishnu Siva Mandir

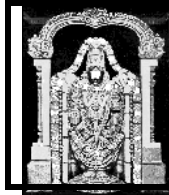
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- The key must be deposited into the collection box in the foyer of the Vedanta Hall upon exit.
- Failure to return the venue keys at the conclusion of the hire will incur a \$50 fee (Incl. GST).

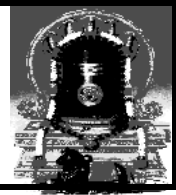




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Guidelines on use of Mandir, Vedanta Hall and Peter Ball Cultural Hall

The Managing Committee of the Sri Vishnu Shiva Mandir Canberra have the following guidelines for the users of the Mandir Vedanta Hall and Peter Ball Cultural Hall and other Mandir facilities at the temple. They include:

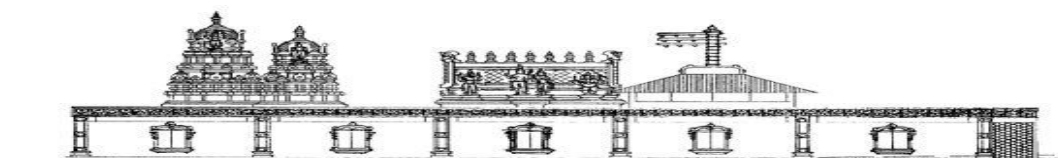
What the Temple Offers:

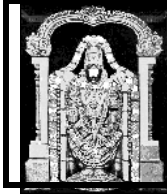
- Mandir main hall can be booked for weddings at a cost of \$1000.00 for weddings. For any weddings and discourses, the curtain will be drawn so that regular devotees have access to the shrines and prayers. Mantap for weddings can be arranged from a contractor at an additional cost and for contractor details please contact Mandir management. Deposit to be paid for use of any facilities;
- The Vedanta Hall with Gas Heating facilities (limited to the number of guests to 100) for \$100.00 (block of two hours) and \$50.00 for every hour after that;
- The Peter Ball Cultural Hall will be charged at \$100 (block of two hours) and \$50.00 for every hour after that. **NOTE** that no **EATING FOOD** or **FOOD ITEMS** such as cutting cake etc will be allowed;
- Vedanta Hall Kitchen facilities on additional payment of \$100 per session (morning/afternoon/evening);
- Mandir offers chairs at a cost of \$2.00 per chair per session for use at Mandir;
- Chairs will be hired for outside use at the rate of \$4.00 per chair per day with a refundable deposit of \$200.00
- Utensils for cooking at a cost of \$15 per utensil and have to be left clean after use;
- Utensils will be hired for external use at a cost of \$20.00 per day and have to be cleaned and returned in same form as given at the time. A refundable deposit of \$250.00 will be charged at the time of issue;
- PA system is available on hire at an extra cost of \$100.00 per session with only four mikes and two speakers. No hire of PA system for external use.
- For booking of Vedanta hall a minimum deposit of \$101.00 will be charged and for booking of Mandir for wedding/discourses and other functions \$251.00 will be charged as booking fee which is non-refundable.

Note that priest service charges and pooja samagri charges are separate and contact priest for the rate list.

Use of Pundit Ji / Services at the Mandir:

- Small Puja's by Pundit Ji (Archana) \$10.00 (Dollars Ten);
- Car Pooja \$51.00 (Dollars Twenty one)

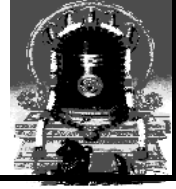




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- Ahbishekam and Special Pooja sponsorship \$61.00 (Dollars Sixty One);
- Abhishekam and Special Pooja with Bhojan Prasad \$101.00 (Dollars One Hundred and one);
- Havan (upto 1 hour) at the temple \$101.00 (Dollars One Hundred and one);
- Ayushya Pooja/Mundan and other poojas \$151.00 (Dollars One Hundred and Fifty One); and
- Wedding Ceremony 2 hours \$501.00 (Dollars Five Hundred and One), and above two hours \$50 per hour per pundith.

NOTE: all Mandir sponsored Pooja samagri such as fruits/flowers/ghee/abhishekam samagri/havan samagri to be provided by devotees.

Outside Mandir Poojas

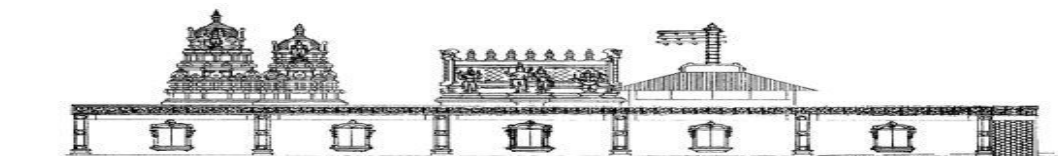
Temple fees for outside poojas is \$71.00.

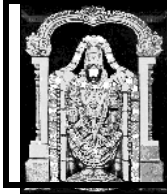
Priest Dakshina is separate and please discuss with the Pundithji and confirm before Pooja.

NOTE: ACT Government registered **Mandir Marriage Celebrant** is the nominated person to register Marriages on the Mandir premises.

How to book the Mandir Vedanta Hall and Peter Ball Cultural Hall:

1. Parties wanting to book the Mandir Vedanta Hall and Peter Ball Cultural Hall need to contact the priest (rev Pradeep Bhat on 02-6286 6404) with the dates and times of hire of the required facilities in writing (email/letter/booking form with priest);
2. If the hire of the facilities is more than two months, the fees have to be paid in advance to the priest each month;
3. Parties must ensure that guests are appropriately informed on the rules of conduct (no alcohol, no wearing footwear into the halls, consumption of non vegetarian food/prohibition of using onions and garlic for cooking, no smoking on the temple premises, STRICTLY NO FOOD allowed in the Peter Ball Cultural Hall);
4. Parties must ensure that guests cars are parked in the bays provided within the temple premises and if parked outside, follow the ACT Road Traffic Authority guidelines on parking. Consequences or breaches to the traffic rules/law will be the responsibility of the owner of the vehicle;
5. No drinking or eating is permitted within the premises of the temple;

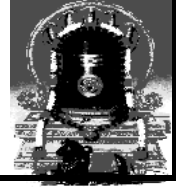




Sri Vishnu Siva Mandir

82 Mawson Drive, Mawson ACT 2607

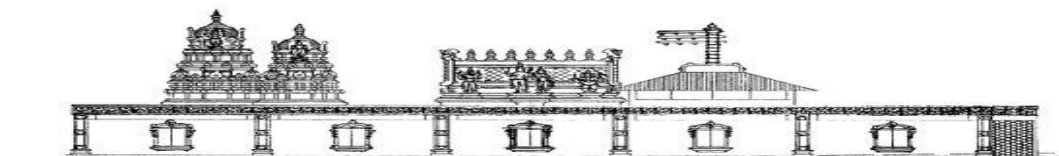
Ph: (02) 6286 6404
Email: vishnushivamandir@hotmail.com



6. Parties should stack all chairs in the right place, take out all the decorations, vacuum the carpets, clean the kitchen utensils and the kitchen, and leave the temple clean;
7. Parties have to accept to pay Public Liability Insurance excess payment and legal fees associated with any claims;
8. Parties hiring the facilities return all items and place them at appropriate areas on completion of the event;
9. Costs for use of Mandir grounds and concrete area will be additional to the Mandir or Cultural Halls. Fees will be \$500 for each area.

Costs and Options:

- Booking the premises with the Rev priest with an advance is necessary. If full payment is not received before the function date the premises will not be provided and allotted to others who pay the advance. Management decision is final;
- Cleaning charges of \$150.00 if the temple is not cleaned properly and left in the original condition provided;
- If additional gas stove is used \$25.00 for the gas cylinder and stove that is provided;





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Email: vishnushivamandir@hotmail.com





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Email: vishnu_siva@hotmail.com



Vedanta Hall and Peter Ball Cultural Hall Booking Form:

Fax to: 02- _____ or Email to: vishnushivamandir@hotmail.com, or
[lucky2611@tpg.com.au](mailto: lucky2611@tpg.com.au)

Note: You must consult SVSM Managing Committee member (02-6288 2412 AH) and Rev Priest (Ph:02-6286 6404) prior to filling this form to ensure the date/time, costs and other details are agreed to. Thank you.

Customer details (please write in capital letters):

Full Name _____

Name of the person booking the

Hall: _____

Full

Address: _____

Email _____ Phone/mobile _____

Options & Costs (Tick all appropriate boxes & add the total)

Two Hour Program (Vedanta Hall/Peter Ball Cultural Hall) \$100.00 (mandatory)

Additional hour \$50.00 per hour _____

Use of SVSM Kitchen facilities (for your own catering) \$100.00/session

Additional use of Gas \$25.00

Chairs \$3.00 per chair at Mandir or \$4.00 per Chair external hire with \$200.00 refundable deposit

Utensils \$15.00 per utensil at Mandir or \$20 per utensil external hire with \$250.00 refundable deposit

Post-event cleaning \$150.00-Pooja, \$250.00 for weddings and related events

Note: Prices quoted on the form may change without notice and in case of price rise at the time of the event, changed prices will apply.

NOTE: Mandir will forward an invoice after the event **on non-payment of used facilities or equipment** and should be paid **within 14 days from the date of issue of the invoice.**

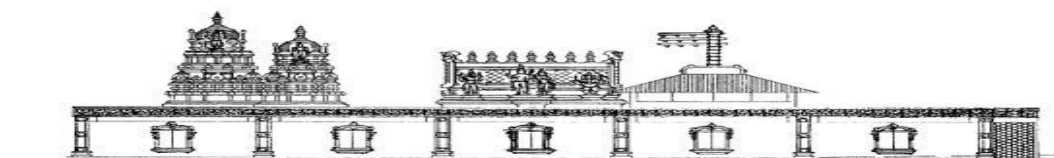
TOTAL PAYBALE \$ _____

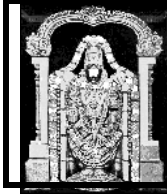
Payment Options : BY CHEQUE for \$ _____ payable to: Mandir Society of Australia.

Post the cheque with this Completed Form to SVSM Secretary, Sri Vishnu Shiva Mandir, Cnr Ainsworth St and Maswon Drive MAWSON Canberra ACT 2607 Australia. Full payment must be received by SVSM at the time of booking.

OR PAY BY CREDIT CARD: Visa/MasterCard/Diners

Card Number: _____

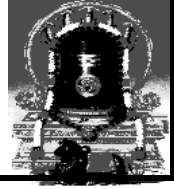




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Expiry_____Name on Card_____Sign:

FOR OFFICE USE ONLY

FORM RECEIVED BY DATE SIGNATURE

Recorded in Register/Notified Priest yes/ no DATE SIGNATURE

Receipt NO: DATE SIGNATURE

CREDIT CARD CHARGED ON DATE SIGNATURE

Sri Vishnu Shiva Mandir is a registered non-profit organization

Or Email SVSM Vice-President: vishnushivamandir@hotmail.com

