



Break O'Day
COUNCIL

BLANKET PUBLIC LIABILITY INSURANCE REQUEST

NAME:	
ADDRESS:	
PHONE:	
DATE OF FUNCTION:	
LOCATION OF FUNCTION:	
TYPE OF FUNCTION (eg. wedding reception, meeting, etc.):	
FUNCTION INVOLVES ALCOHOL:	YES / NO
RESPONSIBILITY OF HIRER / EVENT ORGANISER:	By signing this insurance request form, I agree to be responsible for cleaning spillage during the event at either St Marys Hall, St Helens Portland Hall or Fingal Sports & Recreational Ground building, with the cleaning equipment provided by Council and Council staff has made me aware of the location of the cleaning equipment.

I hereby apply for Public Liability Insurance through Break O'Day Council's blanket policy. I understand that the policy has a **\$250.00 excess for each and every claim.**

Signature:	Date:
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OFFICE USE ONLY

Fee to be paid of \$20.00: Receipt Number : _____

I verify that this form has been completed truthfully to the best of my knowledge.

Privacy Statement: The personal information requested on this form is being collected by Council for the purposes of casual hire agreements. The personal information will be used solely by Council for that primary purpose or directly related purpose. Council may disclose the information to other regulatory organisations where required to by law; officers of Break O'Day Council; data service providers engaged by Council from time to time; and any other agent of Council. If you cannot provide or do not wish to provide the information sought, Break O'Day Council will be unable to process your application. You may make application for access or amendment to information held by Council. Enquiries concerning the matter can be addressed to the Information Officer, Break O'Day Council, 32 – 34 Georges Bay Esplanade, St Helens TAS 7216, or email admin@bodc.tas.gov.au.