

Community facility hire – Application form 2026/2027



Please email the completed form to the City's **Bookings Officer** at customer@rockingham.wa.gov.au.
 Alternatively you can post it to the City of Rockingham, PO Box 2142, Rockingham, WA 6967.
 If you need assistance with completing this form, or have any queries, please contact 9528 0333.

Hirer / Group Information

Type of hire:	<input type="checkbox"/> Regular	<input type="checkbox"/> Casual	
Name of hirer:	<hr/>		
Organisation:	<hr/>		
Address:	<hr/>		
Contact No:	Primary: <hr/>	Secondary: <hr/>	
Email:	<hr/>		
Public Liability:	<input type="checkbox"/> Yes*	<input type="checkbox"/> No	Value: <hr/>
No of participants:	<hr/>	ABN:	<hr/>
Hire category:	<input type="checkbox"/> Community**	<input type="checkbox"/> Commercial	

**Please provide a copy of your public liability certificate of currency when you submit this form*

***You may be required to provide evidence of your eligibility for the community hire rate*

Collection Notice

The City of Rockingham is collecting your personal information for the purposes of processing your facility hire application. It may also be used for secondary purposes which would be reasonably expected.

The City may provide your name and contact number to a Caretaker for the purposes of opening and/or closing your confirmed casual facility hire.

If you choose not to provide your personal information, we will be unable to process your facility hire application.

To access, correct or learn more about how we handle personal information please contact privacy@rockingham.wa.gov.au or visit rockingham.wa.gov.au/privacy.

Booking details

Venue:	Room (capacity):	Day, date and time:
Baldivis Recreation Centre	<input type="checkbox"/> Sports hall (245)	<hr/>
	<input type="checkbox"/> Multipurpose room (30)	<hr/>
Golden Bay Coastal Community Centre	<input type="checkbox"/> Main hall (275)	<hr/>
	<input type="checkbox"/> Meeting room 1 (50)	<hr/>
	<input type="checkbox"/> Meeting room 2 (25)	<hr/>
	<input type="checkbox"/> Playgroup room (60)	<hr/>
Hillman Hall	<input type="checkbox"/> Main hall (100)	<hr/>
	<input type="checkbox"/> Meeting room (20)	<hr/>
McLarty Hall	<input type="checkbox"/> Main hall (160)	<hr/>
Port Kennedy Community Centre	<input type="checkbox"/> Main hall (200)	<hr/>
	<input type="checkbox"/> Multipurpose room (40)	<hr/>

Venue:	Room (capacity):	Day, date and time:
Safety Bay Yacht Club	<input type="checkbox"/> Main hall (145)	_____
Secret Harbour Community Centre	<input type="checkbox"/> Main hall (245)	_____
	<input type="checkbox"/> Multipurpose room (58)	_____
	<input type="checkbox"/> Playgroup room 1 (50)	_____
	<input type="checkbox"/> Playgroup room 2 (50)	_____
	<input type="checkbox"/> Meeting room (4)	_____
Warnbro Community Recreation Centre	<input type="checkbox"/> Main hall (200)	_____
	<input type="checkbox"/> Playgroup room (30)	_____

Please select dates in calendar if multiple days are required (public holidays are indicated)

July 2026						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2026						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2026						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2027						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

 = Public Holidays
 = School Holidays

Additional information

(Storage requirements, one-off booking details, grassed area required etc.)

Booking details continued

Please provide a description of your activity:

Will you be charging entry for this booking? Yes No

If yes, please advise details of inclusions in entry cost:

Will there be any noise creating devices? Yes No

(i.e. speakers, live bands, loud machinery, etc.)

If yes, provide details of these devices:

Provide details of any equipment you intend to bring into the facility:

(please note the City does not permit amusement rides, bouncy castles, smoke or bubble machines within City buildings)

Food and alcohol

Do you intend to sell food? Yes No

If yes, please provide a brief description of the type of food (buffet, finger food, etc.):

Do you intend to serve alcohol? Yes No

Will people BYO alcohol? Yes No

Do you intend to sell alcohol? Yes No

If yes, please provide details and include a copy of the liquor licence (if applicable):

Written confirmation will be provided once your booking has been confirmed. Please note that submitting this application does not secure a booking.

Declaration

I agree that I have read the City of Rockingham Community Centres and Halls – Terms and Conditions of Hire and agree to abide by these conditions and be responsible for payment of all fees and charges associated with this hire.

Signature _____ Date _____