



Commercial Kitchen Booking Form

Hire Prices: minimum 4 hours for \$66 (inc gst)
additional hours: \$22 per hour (inc gst)

*Hire prices listed are an introductory price and are subject to change.
You need to bring your own everything other than infrastructure shown on the plan.
You must vacate promptly by the end your time and leave the Kitchen clean and tidy*

Name of Organisation (for the tax invoice/receipt) i.e. who is paying?:

Contact Name:

Phone:

Email:

Address:

Booking Date/s:

I would like to book the commercial kitchen for Block(s) + addition hours

Arrival & Departure Time/s:.....am topm (please fill in approximate time)

How many people

What will you be making in the Kitchen

Attach proof of Public Liability Insurance Policy / LGA (City) Food Business Registration

PAYMENT METHOD: by Credit Card. Visa and Master Card only (during business hrs)

In lieu of a bond being paid for each use we require you fill in your credit card details*
please complete: Visa / MasterCard (please circle)

Credit card number:..... EXP:...../..... CCV (last three digits on the back).....

Name on card..... Signature:

CANCELLATION ~ DAMAGE ~ NON CLEANING POLICY

* 2+ working days' notice of cancellation full refund/ 1 – 2 working days a 50% refund / less than a day no refund.
Credit card details will be kept on file and any breakages, substandard cleaning or extended use beyond prepaid time will be automatically charged to the card (as per the terms and conditions).

**Form to be completed and lodged in person at Albany Business Centre
222 Chester Pass Road, Albany. (08) 98418477 for appointments & Enquiries
(LGA – local government authority. If a pre start-up, provide a copy of Food Safety
Training certificate.**