

**WARKWORTH WELLSFORD HOSPICE
TUI HOUSE**

51 Woodcocks Road | Warkworth | 0941
09 425 9535 | admin@tuihospice.org.nz



KOROWAI ROOM BOOKING FORM

To book the Korowai Room at Tui House, please complete this form and return to Tui House or email to admin@tuihospice.org.nz.

Your Details:

Name of Organisation:			
Address of Organisation:			
Contact Person:			
Phone:		Email:	
Date:			

Booking Details:

Date Room Required:		Time Required:	
Approximate Number of Attendees:			

HIRE CHARGE:

Note that the hire charge is *per hour* for up to 3 hours, and then a daily rate for anything more than 3 hours.

	Community Groups/Not for Profit Organisations	Corporate/Private Groups
Under 3 Hours:	\$25 plus GST <i>per hour</i>	\$50 plus GST <i>per hour</i>
Over 3 Hours	\$250 plus GST	\$500 plus GST

Classification:	Community/Not for Profit <input type="checkbox"/>	Corporate/Private <input type="checkbox"/>
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Hours Required:	1 hour <input type="checkbox"/>	2 hours <input type="checkbox"/>	3 Hours <input type="checkbox"/>	Day <input type="checkbox"/>
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It is at the discretion of Executive Management from Harbour Hospice as to final approval for hireage.

A \$250.00 bond is required for Day Hire (over 3 hours).

Bond (\$250.00) Paid:	<input type="checkbox"/>
Date Bond Paid:	

The Bond is refundable upon the Korowai Room being left in a clean, tidy condition, no damage, and the key tab returned. Thank You.

Signed: _____ Date: _____

Admin Use:

Date Bond (\$250.00) Paid:	
Date key collected from Warkworth Hospice:	
Date key returned to Warkworth Hospice:	
Date Bond Returned:	
Comments:	