



# Shri Shiva Mandir Ltd.

A.B.N: 44 003 721 891

A Community Mandir located at 201 Eagleview Road, Minto, NSW 2566

## CASUAL HIRE AGREEMENT

MANDIR'S SANCTITY IS TO BE MAINTAINED AT ALL TIMES.

ALCOHOL, SMOKING AND NON-VEG PRODUCTS NOT ALLOWED ON THE PREMISES

**PURPOSE OF BOOKING:** Pooja / Birthday / Wedding **DATE REQUIRED:** ...../...../20.....

### HIRER DETAILS

Applicant Name:.....

Telephone No. (Mob)..... Email .....

Please provide your bank details for processing the refund of deposit

Bank details: Account Name: ..... (BSB)..... Account Number:.....

**Mandir Hall / Yagnashala: POOJA EVENTS ONLY (NOT FOR PRIVATE FUNCTION)**

From: Date & Time ..... To: Date & Time.....

**KITCHEN AND UNDERCOVER CAR PORT** (Available only after an event at the Mandir to serve Prasad / Food.)  
NO COOKING OR FOOD WARMING.

From: Date & Time ..... To: Date & Time.....

### BOOKINGS FOR WEDDING:

Date & Time for Wedding..... No. of Guests Expected.....

### COSTS SUMMARY:

Wedding in Yagnashala (Max. 15 persons) @ \$700 + GST \$

Wedding in Yagnashala (Max. 50 persons) @ \$1250 + GST \$

Wedding in Garden gazebo (max. 300 Guests) Costs based on \$

For up to 100 guests @ \$1750, 101 to 200 guests @ \$2750,

& 201 to 300 guests @ \$3750

Undercover Carport including Chairs and Tables \$

Min \$200 for first 3 hrs. Additional hours @ \$75 / Hr.

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**TOTAL COSTS** \$

**GST on above 10%** \$

**Amount Payable** \$

Booking will only be confirmed upon receipt of a deposit of 50% of the total costs ( Including \$500 deposit). The Balance must be paid at least 7 days prior to the event prior to any of the event's preparation to commence.

### TERMS AND CONDITIONS OF HIRE attached for your information.

Accept Term and Condition of Hire

Accepted by Mandir Management

Signature of the Hirer

Signature Mandir Representative

Contact one of the following for further information:

Mrs. Urmila Daya : 0421 301 779, Ravi Parekh : 0408950 820, Naresh Sharma : 0418 247 577



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Completed form can be either left at the Service Desk or e-mailed to [info@shrishivamandir.org.au](mailto:info@shrishivamandir.org.au)

## TERMS & CONDITIONS OF HIRE

- Payment of 50% of the Total Hiring Costs is payable on acceptance of Booking request. Booking will only be confirmed upon receipt of the above amount. Proof of payment to be send [info@shrishivamandir.org.au](mailto:info@shrishivamandir.org.au)
- The balance must be paid at least 7 days prior to the event's event date.
- Mandir site is a sacred site and hence its sanctity as the holy place, must be observed at all time. **Use of Alcohol, Cigarette Smoking and meat product (non Veg) are not allowed on the site.**
- **Level of Noise must be kept low as not to inconvenience surrounding residents.**
- **Mandap, DJ or sound system are not allowed in the Mandir Hall. A flowerily decoration is only allowed around the wedding area. Please discuss details with the Mandir's Management.**
- Use of Chairs are allowed in the Mandir Hall with prior discussion and approval from Management. All items must be stowed away safely after use.
- Ceremony event is to be completed within 4 hours. Any event extending into the Mandir's closure time, will have an additional charge at the rate of \$500.00 per hour.
- Use of Under Cover Carport if booked, is limited to the use of table and chairs for serving food. It is the Hirer's responsibility to arrange and to stack all items after the event.
- Hirer by accepting these Terms and Conditions indemnify Shri Shiva Mandir against any claims resulting from the food prepared by third party and handling of the same.
- External priest for the Wedding Ceremony is permitted Subject to approval of the management committee and can accompany the Mandir officiating priest in the Ceremony. External priests are not allowed to do any ceremony or pooja inside the Temple Sanctum.
- All waste must be deposited in the large Bin located in the car park.
- Premises - Mandir Hall, Yagna Shala and Undercover Carport when used must be kept cleaned.
- **The costs exclude decorations, hiring of canteen area and Dakshina to priests.**
- **A bond of \$500 is to be paid at the time of the booking.**
- If the event is more than 4 hours, a fee of \$500 per hour will be charged.
- Cancellation is allowed 14 days prior to the booked date, cancellation within 14 days will forfeit the bond.
- Refund will be made by EFT to the BSB and Account number when provided within 10 business days of the end of event.
- Cancellation can only be made by email to Urmila Daya ([umi\\_daya@hotmail.com](mailto:umi_daya@hotmail.com))
- Dakshina of \$251 (minimum) to be paid to priest directly.

Hirer's acceptance of Terms and conditions

Signature \_\_\_\_\_ / \_\_\_\_\_ / 202

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Banking Details: Shri Shiva Mandir Ltd BSB: 062 528 Account No. 10321181

Payments Details

Date Paid

Amount Paid \$

Received by

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Mrs. Urmila Daya : 0421 301 779, Ravi Parekh : 0408950 820 , Naresh Sharma : 0418 247 577