



COURT HIRE POLICY

Purpose

Palmerston Netball Association (PNA) is committed to encouraging and developing the sport of netball in the region and to sharing the netball court facility for that purpose, on an equitable and fair basis. This policy sets out the guidelines around court hire and the conditions of entry for all patrons including affiliated clubs.

Policy

- 1) Palmerston netball courts (including lights) are available for affiliated clubs to hire at no charge. Other organisations who hire the courts will be charged a fee.
- 2) Clubs are encouraged to seek exclusive use of all courts for their training sessions and to train two teams per court if necessary.
- 3) As an NTG owned facility, all keys remain the property of the Northern Territory Government. Responsible club officials will be issued with an access key and are responsible for its safekeeping at all times. Keys need to be signed in/out of PNA's Key Register by the club official and a PNA Management Team member. Any lost keys must be notified to PNA immediately. If a key is stolen, the club official should report this immediately to the Police and PNA.
- 4) Clubs must record their attendance at the courts (including use of lights) in a sign in/sign out book and note any matters of concern including repairs, maintenance, security.
- 5) Patrons of the venue are required to comply with directions of the Chief Health Officer at all times, including recording their attendance at the courts for contact tracing purposes via the Territory Check In App or manual form.
- 6) PNA policies and codes of conduct apply at all times and are expected to be supported by all patrons of the venue. This includes no smoking, bikes or animals at any time.
- 7) Lights are to be turned off by the club no later than 9pm and the premises secured prior to the club leaving the facility. PNA may consider sanctions should this become a matter of concern.
- 8) Bookings may be requested by emailing palmerstonnetball@hotmail.com outlining:
 - a) Number of courts requested
 - b) Contact number for club representative
 - c) Days, dates and times of bookings excluding Finals but including school holidays and pre-seasonBookings will be confirmed by reply email as soon as practicable.
- 9) To change or cancel a booking, the club should notify PNA within 7 days by emailing palmerstonnetball@hotmail.com. Abandonment of bookings without cancellation may incur a fine equal to the court hire rate that would have been charged to a non-affiliated organisation.

Policy Review Date

October 2022

Document History

Version	Date	Editor	Summary of Changes
2021.0	30 November 2021	PNA MT	Authorisation