



Kobeelya Conference Centre
A ministry of Katanning Baptist Church

PO Box 709, Katanning, WA
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Email: admin@kobeelya.org
Web: kobeelya.org

Manager: Heather McCarley

ACCOMMODATION BOOKING FORM

Please read and agree to the Conditions of Hire below before submitting this form.

Contact Person:

Name of Group:

Address:

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Phone/Mobile: Fax:

Email:

Purpose of site usage:

Dates Required: From: To:

Expected Arrival Time: Departure Time:

Group Numbers: Adults/High School: Children Seniors:

What will the Centre be used for?

Will you need to hire the Kitchen/Dining Room? YES NO

PAYMENT: Payment may be paid in advance by EFT: BSB: 016 730 Account: 1908 96337
Please use your name or group name as your reference.

**Kobeelya Conference Centre
CONDITIONS OF HIRE**

Kobeelya is of Cultural Heritage significance and always needs to be cared for.
We ask that you adhere to the few simple rules listed below:

1. FULL PAYMENT is required upon arrival or arrange payment with the manager.
2. Guests are always expected to keep the property neat and tidy.
3. NO furniture is to be moved, *especially beds*.
4. ALL rubbish is to be placed in the green "wheelie" bins provided prior to departure.
(please refer to the Departure Check List)
5. NO Alcohol or Narcotic Drugs are to be consumed or stored anywhere on the property.
6. NO Smoking is permitted within in any building or within five metres of any building entrance.
(cigarettes MUST be placed in the bins provided)
7. The Camp or Group Leader MUST report any breakages, damages, or losses occurred during your stay, PRIOR to departure. An appropriate fee will be charged at the discretion of the manager.

I/We have read and agree to the Kobeelya Conference Centre **Conditions of Hire**
I/We also agree to maintain the standard and condition of the facility.

Signed: Date:

Please forward completed booking form to:

The Manager
Kobeelya Conference Centre
PO Box 709
Katanning WA 6317
Email: admin@kobeelya.org