



Smithfield State High School

HIRE OF FACILITIES

Expression of Interest

Please email the completed EOI to Facilities@smithfieldshs.eq.edu.au

Name of Organisation: _____	
Your Name: _____	Position: _____
Address: _____	
Contact number: _____	Email: _____
Preferred Facility: _____	
Purpose: _____	
Start Date: _____	End Date: _____
Preferred day/s & time/s: _____	

Please add preferred day/s and time/s; please include AM and/or PM

Please note:

- A formal Hire Agreement (*Department of Education template*) must be signed by both parties to secure access to our facilities
- The Hire Agreement end date (*Termination Date*) will be limited to the period of insurance, as noted on your Public Liability Insurance policy end date
- a copy of your CURRENT PUBLIC LIABILITY INSURANCE (to the value of \$20 million) must be provided and will form part of the Hire Agreement.



Department of Education
Trading as Education Queensland International (EQI)
CRICOS Provider Code 00608A



Our Partners
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Aspiration, Belief, Motivation, Success