



RAAF AMBERLEY

AVIATION HERITAGE CENTRE

Community Group Booking Request (CGBR)

Please use this form if you are a school or community group wishing to book a visit with us on a Tuesday or Thursday, 9am-3pm, and will be arriving by van, minibus, or coach. Please print and complete this request and return page 1 (and 2 if required), to RAAF Amberley Aviation Heritage Centre by postal mail, fax or e-mail. Please take particular note of Attachment 2 (page 3), paragraph 6.

Please note this request must be confirmed as a booking by our Staff prior to admission to the Base

All fields are required.

VISIT DATE		DAY		TIME		TOTAL No. OF PEOPLE	
------------	--	-----	--	------	--	---------------------	--

All fields are required.

DRIVER and VEHICLE DETAILS							
FIRST NAME				LAST NAME			
BUS LICENCE No.					BUS COMPANY		

GROUP DETAILS							
GROUP NAME					SUBURB		
GROUP'S PRIMARY EMAIL							
POINT OF CONTACT (POC) NAME					POC PH		
POC EMAIL					TOTAL No of ATTENDEES		
LIST OF ATTENDEES SUPPLIED	YES		NO		*ATTENDEE LIST MUST BE SUPPLIED 10 DAYS PRIOR TO VISIT		

PLEASE <input checked="" type="checkbox"/> TO CONFIRM >	< I agree to the terms and conditions as outlined in Attachment 2 to this request.						
NAME				SIGNED			
ESTIMATED COST PAYABLE TO DEFENCE - NIL							

If your group attendees, numbers are yet to be determined or your group is large please use the form on pg 2.

ATTENDEES				
	LAST NAME	FIRST NAME	ID TYPE	ID NUMBER
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				



RAAF AMBERLEY

AVIATION HERITAGE CENTRE

ATTACHMENT 1 ATTENDEE LIST CONTINUED or COMPLETE

LARGE GROUP ATTENDEE LIST				
	LAST NAME	FIRST NAME	ID TYPE	ID NUMBER
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				
31				
32				
33				
34				
35				



RAAF AMBERLEY

AVIATION HERITAGE CENTRE

ATTACHMENT 2 - TERMS AND CONDITIONS FOR DEFENCE ASSISTANCE

1. In these terms and conditions, unless the contrary intention appears:
 - a. 'assisted party' means the party, to whom the assistance is provided;
 - b. 'Commonwealth' means the Commonwealth of Australia; and
 - c. 'Department' means the Department of Defence.
2. In these terms and conditions the term:
 - a. 'assistance' includes, as appropriate, the provision of services by Commonwealth officers, employees or agents, the hire or purchase of Commonwealth equipment or stores, and the use of Commonwealth facilities; and
 - b. 'Commonwealth officers, employees or agents' includes members of the Australian Defence Force.
3. Group members who are foreign nationals visiting Australia, who do not have Australian State or Territory Photographic Identification **must** contact this office for further advice.
4. Unless otherwise mutually agreed, the assisted party shall pay to the Department any costs associated with the provision of assistance.
5. The assistance provided may be varied by agreement in writing between the Commonwealth and the assisted party. If so varied, at the conclusion of the provision of assistance the Department shall calculate the costs of assistance actually provided and adjust the sum so calculated against the costs paid by the assisted party. Any costs which then remain unpaid by the assisted party shall be due and payable on notification to the assisted party by the Department, and any costs paid by the assisted party in excess of the costs calculated by the Department shall be repaid by the Department.
6. The Commonwealth does not give any assurance as to the suitability for any purpose of the assistance provided by the Commonwealth to the assisted party.
7. The assistance shall be provided only if it or any part of it is not required by the Department for other activities. In the event that the Department does not provide any part of the assistance requested, the Commonwealth shall not be liable for any loss or damage suffered by the assisted party as a result of any reduction in assistance.
8. The assisted party shall indemnify the Commonwealth, its officers, employees or agents ('those indemnified') from and against all claims, actions, proceedings, demands, costs and expenses arising or relating to any loss, damage or injury (including death) to any person (including those indemnified) or property (including Commonwealth equipment) arising in connection with the assistance.
9. The assisted party's liability to indemnify those indemnified shall be reduced proportionally to the extent that any unlawful, wilful or negligent act or omission of those indemnified caused or contributed to the loss, damage or injury.
10. The Assisted Party (or its appointed legal advisers) must obtain the written consent of the Commonwealth prior to any admission of liability on behalf of the Commonwealth in connection with any proceedings or settlement in relation to a claim arising in connection with this Agreement.
11. This agreement for the provision of assistance shall be governed by and construed in accordance with the laws of Queensland of Australia, and the assisted party shall submit to the jurisdiction of the courts of Queensland.

Please note: Smoking is not permitted anywhere within the Centre precinct.