



Sydney Harbour Foreshore Authority

OPEN SPACE CONDITIONS OF USE FOR A WEDDING CEREMONY

Event Coordinator

PO Box N408, Grosvenor Place, 1220

Telephone: 02 9240 8500

Facsimile: 02 9240 8855

All applicants must abide by the following conditions:

Booking Conditions

Please complete the attached application form and forward to Sydney Harbour Foreshore Authority. You will be notified of approval within 14 days. If you have any queries, please contact the Commercial Hire Coordinator.

Venue Hire Charges

The schedule of fees takes into account direct and indirect costs associated with the hire of the parks and open space, these fees being dependent on the types of activities. Please refer to separate list. Venue hire charges may be subject to change without notice.

Approvals

Sydney Harbour Foreshore Authority will issue a confirmation within 14 days of receipt of your application. If your preferred date is not available your cheque or money order will be refunded to you.

Site

Please note on the attached map, intended location of your wedding ceremony.

Parking

Applicants should note that street parking is limited and that guests should be advised accordingly.

Public Open Space

All Sydney Harbour Foreshore Authority open space is considered public open space and as such cannot be closed off to the public. Public access or thoroughfare must be maintained at all times.

Cleaning/rubbish removal

The applicant will be responsible for supplying rubbish bins, cleaning the surrounding area and removing all rubbish resulting from the event, to the satisfaction of Sydney Harbour Foreshore Authority.

Prohibited activities

The following activities are not permitted on Sydney Harbour Foreshore Authority open space areas:

- Use of any pyrotechnics
- Throwing of confetti
- Drive vehicles on grassed areas
- Drive vehicles on boardwalk
- Use Sydney Harbour Foreshore Authority rubbish bins (Public use only)
- Use Sydney Harbour Foreshore Authority barbecues for events (public use only)

Amplification

Amplification requires specific authorisation and will be strictly regulated by Sydney Harbour Foreshore Authority and the noise pollution authorities. In some instances, sound amplification equipment may have to be fitted with a noise limiter or it may be necessary for the applicant to appoint and pay for an accredited acoustic consultant to monitor sound levels. A copy of the Environment Protection Authority's notice under Section 40 of the Noise Control Act 1975 should be sighted by all applicants.

Alcohol consumption

Consumption of alcohol on Sydney Harbour Foreshore Authority land is restricted. If you are intending to have alcohol as part of your wedding ceremony, please notify the Sydney Harbour Foreshore Authority Event Coordinator.

Temporary structures

The erection of temporary structures, including marquees, requires specific approval and all structures are to be weighted. During the construction of structures, the zone is to be fenced off and made safe to the public. The applicant must submit a Sydney Harbour Foreshore Authority Outdoor Event Application Form and Development Application form for any structures. These forms can be obtained from the following web site www.shfa.nsw.gov.au.

Occupational Health & Safety

The applicant must comply with the laws governing occupational health and safety for its employees.

General Conditions

Sydney Harbour Foreshore Authority reserves the right to reject any application as non-conforming if the proposed use does not conform with the current policy or if further use threatens the amenity of the parks.

Sydney Harbour Foreshore Authority and its authorised officers have the right to remove any person exhibiting anti-social behaviour i.e. anyone causing annoyance, nuisance or injury to another person or the community. Access for emergency vehicles must be kept clear at all times.

Cancellation Conditions

If a booking is cancelled, the following will apply:

30 days prior	Full refund
Less than 30 days prior	No refund.

No cancellation charges will apply if an event cannot go ahead due to inclement weather or ground conditions.



Harbour Foreshore Authority

APPLICATION TO HOLD A WEDDING CEREMONY

Event Coordinator
PO Box N408, Grosvenor Place, 1220
Telephone: 02 9240 8500
Facsimile: 02 9240 8855

Please complete and sign the following form and return to the above address with your cheque or money order enclosed.

Park or Open Space requested:

Full name of Bride:

Bride's Contact Details:
Phone:

Fax:

Mobile:

Email:

Full name of Groom:

Groom's Contact Details:
Phone:

Fax:

Mobile:

Email:

Address for Correspondence:

Proposed Date of Wedding:

Start Time:

Finish Time:

Number of Guests Expected:

Are you proposing the use of carpet, tables, chairs or any other equipment needing set up time?

No

Yes (please supply details)

Will you have music during your wedding?

No

Yes (please supply details)

Will you or your guests consume alcohol during the wedding?

No

Yes (please supply details)

Please detail any further information we should know about your ceremony.

Fees

\$275 with less than 100 guests (GST inclusive)
\$396 with more than 100 guests (GST inclusive)
\$3300 with structures *

* Refer to Sydney Harbour Foreshore Authority Open Space Conditions of Use – Temporary Structures

I / we have examined and understand the conditions of use for open space in relation to a wedding, and agree to abide by these conditions.

Please find enclosed our cheque for \$_____

Name of Applicant:

(Please print clearly)

Signature of Applicant:

Date of Application:

For Office Use Only

Date Application received:

Cheque details:

Date available:

Confirmation letter sent:

Entered d/base:
