

TUCKERWAY TERMS & CONDITIONS

HIRE AGREEMENT



GIRL GUIDES
AUSTRALIA
SOUTH AUSTRALIA

Last updated April 2024



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Girl Guides South Australia respectfully acknowledge Traditional Owners of the land we work on and pay our respects to their Elders past, present

and future in maintaining the culture, country and spiritual connection to the land.

Animals/Pets

Animals are not allowed on the property under any circumstances. The only exception to this rule is for people with Guide Dogs – as per disability requirements. Please advise us prior to your booking if you are bringing a Guide Dog with you for your stay.

Arrival and Departure Times

Check in time is 1:00pm and check out time is 11:00am on your final day.

If you would like to request an early check in or late check out, please contact the office. Additional fees may apply.

Air Conditioning

Tuckerway has ducted air conditioning throughout. For the system to work effectively the windows must be slightly open when the air conditioner is running.

There is one control panel in the dining room, and another control panel in the big dorm behind the doors.

Please ensure that the aircons are turned off when you are going out and upon checking out of the property.

Barbeque

1. The BBQ is not to be used inside the building.
2. There is a BBQ available that can be used at the outdoor dining area.
3. Any oil spills are to be cleaned off the concrete/pavers.
4. Empty gas bottles should be left by the BBQ so that they can be refilled. Please alert the office if you have an empty bottle.
5. The BBQ is to be thoroughly cleaned before being put away and gas bottle is to be turned off.

Car Parking

There is plenty of space onsite for car parking on gravel areas only - including school buses.

Catering

We offer a catering service at a cost of \$45 per person, per day. This includes breakfasts, morning teas, lunches, afternoon teas, dinners, and desserts.

Please enquire with the office if you would like to arrange catering. Please also find a sample menu below.



TUCKERWAY
PORT VINCENT

Catering Menu

\$45 per person, per day

Breakfast

Cornflakes, Rice Bubbles,
Weetbix, Toast

with orange juice, tea, coffee,
vegemite, jam & honey

Morning Tea

Fruit & Muesli Bar or Muffin

Lunch

Choice of sandwich or hotdog
from Kiosk

Chicken, Lettuce & Mayo
Tuna, Lettuce & Mayo
Ham, Cheese & Tomato
Hotdog

Afternoon Tea

Fruit & Biscuits

Dinner

Choice of hot meal from Kiosk

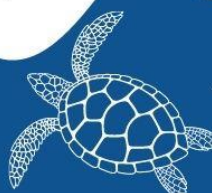
Hamburger
Chicken Burger
Cheese Burger
Vegi Burger
Fish & Chips

Choice of side: coleslaw, garden
salad or chips

Dessert

Ice cream with toppings

TUCKERWAY
PORT VINCENT



Cancellation Policy

Online payments are required at the time of booking to secure your reservation.

Cancellation before 14 days prior to your scheduled check in will result in a full refund of your deposit.

Cancellation within 14 days and up to 48 hours of your scheduled check in time will result in a 50% refund on already paid fees.

Cancellation within 48 hours of your scheduled check in time will result in no refund and we will retain already paid fees.

Cleaning

All hirers are expected to keep Tuckerway clean whilst using the property. Please ensure the following tasks are done before checking out:

	Completed (tick)
Ensure ALL equipment is stored in their correct places	
The kitchen must be cleaned	
Check under the beds for personal items and rubbish	
Air conditioner turned off	
Plastic chairs stacked up against the wall (not in front of doors.)	
All tables wiped clean	
Floors are swept	
Bins emptied into outdoor bins.	
Fridge and freezer emptied and wiped down (do not turn off)	

Damages/Breakages

Breakages and damage must be reported to Girl Guides SA.

All breakages and costs incurred will be invoiced to the group responsible. This may include broken windows, furniture and equipment, graffiti, lack of cleanliness and/or negligent misuse of property.

We understand that some damage is unavoidable, however we ask that you take care of our property as if it were your own.

Dining Area

The following items are available:

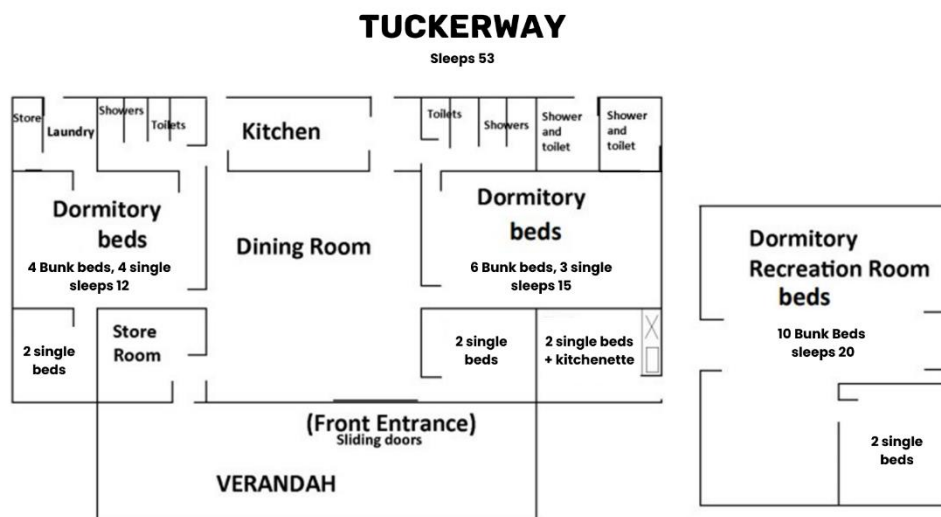
- 50 stackable plastic chairs
- 8 dining tables
- Small rubbish bins in all rooms
- Brooms, dustpan & hand brooms located beside the cupboards
- Ducted air conditioning throughout
- Gas heater in dining area only

Dormitories

Tuckerway sleeps up to 50 people. There is a 15-bed dormitory, a 12-bed dormitory, a 23-bed dormitory, and 4 rooms with twin singles.

Beds are not to be moved.

Please supply your own pillows, sleeping bags or sheets and blankets.



Emergency Phone Numbers

Your safety is important to us. Please follow the onsite emergency procedure instructions in the event of an emergency.

Below is local emergency contact information:

In the event of an EMERGENCY	000
Police	131 4444
Minlaton Police Station	08 8853 2100.
Minlaton Accident and Emergency	08 8853 2200

Fires are only permitted with prior approval from Girl Guides South Australia. You must bring your own firewood.

Evacuation Procedures

Evacuation Procedures are located at all exits. Please ensure you familiarise yourself with the procedures in case of an emergency.

Emergency meeting points, fire extinguishers, and fire blankets are all visible on procedure maps.

Fire

In the event of a FIRE call 000.

All areas of the property have fire extinguishers, hoses, and smoke alarms.

If a fire occurs, you need to leave the premises via the **emergency exits** and move well away from where the fire is burning.

Fire Alarms are in place for your security and safety. Tampering with alarms is a breach of law and legislation, and serious penalties apply. If you tamper with, or turn them off, a message goes directly to base and the MFS will be immediately called. A fine will be payable.

If the fire alarms are set off unnecessarily you will be responsible for paying the CFS callout fee, which is approximately \$600.

Please ensure no aerosols are sprayed near the fire alarms.

Fees

Current fees can be found on the Girl Guides SA website.

Heating

There is a gas heater located in the dining room. Plug this into wall power socket to turn on.

Kitchen

The kitchen has the following equipment:

- Electric oven with gas hotplates
- 2 fridges
- Dishwasher (**currently out of order**)
- 2 Microwaves
- Crockery for 60 people
- Plastic ware for 60 people
- Glasses for 60 people
- Sugar bowls, milk jugs
- Salt and pepper shakers
- Urn
- 3 Electric toasters
- 2 Kettles
- Electric frypan
- 2 stockpots
- Baking and roasting trays for oven
- Platters and salad bowls
- Trays
- All utensils
- Hand washing sink
- 2 Dish washing sinks
- Dishwasher
- We supply dish cloths, detergent, & tea towels.

Please do not leave wet and dirty dish clothes in the cupboards or in the sink.

Please ensure that you take everything with you that you brought when you leave, especially from the fridges and cupboards.

Property Access

You will be provided with property access codes 2 days prior to arrival via email. Keys are collected from the onsite lock box.

Rubbish

All bins need to be emptied into the outside bins upon departure.

Please ensure correct items are put into the correct red and yellow bins.

Note: No plastic bags are allowed in the yellow recycling bins.

Rules

To protect you and Girl Guides SA Inc, the following rules apply:

- Please stay out of and away from other buildings, sheds, and anything else that is locked
- Respect the site
- No smoking anywhere on the premises
- No outside fires without **prior approval**
- Quiet hours are from 11:00pm – 7:00am. We can terminate your agreement or your occupancy of the property in the case where you or your group are a nuisance, breach the requirements of this agreement, or create excessive noise to the detriment of others enjoyment.
- No weapons allowed on property
- Leave the property as tidy and clean as when you arrived
- Drive with care and only at 10kmph. Usual road rules apply.
- Put all your rubbish in outside bins when departing
- Clip the chain back up when departing the property.

Smoking/Alcohol

Tuckerway is a non-smoking facility. There is to be **NO** smoking inside the buildings whatsoever.

Please be respectful with use of alcohol and all bottles/cans disposed of correctly in the outside bins. Reminder quiet hours are from 11:00pm – 7:00am and be mindful of our local neighbours.

TV and DVD Player

A TV and DVD player are available for your use and are located in the dining room up on the mantel. TV remotes are resting on the mantel.

Things you need to bring with you:

- Pillows
- Sleeping bags or blankets and sheets
- Towels
- Toiletries
- First Aid Kit

Liability

Girl Guides South Australia INC and its agents and employees do not accept liability for loss of property or damage or personal injury arising from the use of facilities.

Girl Guides SA reserves the right to cancel your booking at any stage where there are issues relating to health, safety, access, or critical weather. Whilst as much notice possible will be provided, there may be less than 24 hours' notice given in circumstances outside of our control.

We reserve the right to terminate your occupancy of the campsite where you or your group are a nuisance, breach the requirements of this agreement, or create excessive noise to the detriment of other guests' enjoyment.

If you are negligent in your actions at Tuckerway which results in damage to the site or property you will be held responsible. Any charges incurred will be determined by Girl Guides SA with fairness in mind.

Hirer Responsibilities & Acceptance

The hirer agrees to comply with regulations as outlined and stipulated by the Property Manager.

The hirer must ensure that everyone in their group is aware of their responsibilities to comply with these regulations.

The hirer must report and pay for all damage to property and loss of, or damage to equipment.

The hirer shall be solely liable for and shall indemnify Girl Guides South Australia in respect of any liability, loss, claim or proceeding whatsoever arising under the Statute or Common Law in respect of personal injury to or death to any person, and / or damage to any property that occurs while occupying the Tuckerway premises.

Liability under this indemnity shall be reduced in proportion to any negligent acts or omissions by Girl Guides South Australia Inc.

Booking and processing of payment accepts these terms and conditions.

Terms and Conditions are correct as of 17th April 2024 and are subject to change at any time without notice.