

Thank you for your hall hire enquiry.

Gecko House is an old, historic building and its hall, located on the second floor, is not designed to carry large numbers of people. Engineering advice requires that numbers in the hall be limited to 60 persons at any one time and to be limited to 20 persons if dancing or other energetic physical activity takes place. The engineering advice must be strictly adhered to at all times.

Gecko is a quiet and respectful neighbour and all the occupants of the Gecko House building are required to conduct their activities in a safe, lawful and orderly way and in a manner which does not disturb residents and businesses in neighbouring properties. Smoking and open flames (candles, incense, gas burners etc.) are not permitted in or around Gecko House and the sale of alcohol is not permitted on the property.

Gecko is a volunteer, non-government, not for profit organisation dedicated to the preservation and protection of the natural environment of the Gold Coast. Any funds generated by the hiring of our hall are used to further our aims and objectives.

We have attached a copy of Gecko's Hall Hire Agreement for your convenience. Please read the Terms and Conditions on the reverse of the document carefully as they form part of the Hall Hire Agreement.

Please Note: Before we are able to confirm a hall hire booking we require:

1. Gecko's (two-sided) Hall Hire Agreement completed and signed by the Hirer;
2. A copy of the Hirer's photo ID (e.g. both sides of a current driver's licence);
3. A copy of the Hirer's current indemnity insurance certificate;
4. Payment in full for the initial booking and keypad entry administration fee.
5. Should you require the use of the kitchen a \$300.00 bond is also required.

Payment for ongoing bookings must be received by Gecko two weeks prior to the date booked in order to maintain the booking and to ensure the booking is not given to another hirer. The keypad entry administration fee applies to each irregular booking (less frequently than monthly) as the entry code is deleted after each booking.

If you would like to proceed with a booking, we suggest that you enter your details in the Agreement online and email the document to Gecko. We will complete the document if/as necessary and have the document ready for you to sign when you call to provide your photo ID and indemnity insurance and to receive your electronic keypad entry code.

Our preferred method of payment for hall hire is electronic funds transfer (eft) – our bank details are on the front page of the Hall Hire Agreement. Please reference your name and date of hire when you make a payment.

We look forward to confirming your booking.

Kind regards

Hall Hire Team
Gecko Environment Council Assoc Incl