



Windhoek International School

Rental Facilities Agreement

The following agreement is reached between WINDHOEK INTERNATIONAL SCHOOL and hereafter referred to as "the hirer".

Type of facilities to be rented at WIS (eg. field, gym, auditorium, other:

Anticipated number of participants:

Rent due:

Date required:

Total amount due:

Invoice to be prepared in the name of:

Person Responsible:

Telephone # ...+.....

Email address :

Physical address :

Application and description of the event:

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It is agreed that WIS cannot and will not be liable for any death or bodily injury to any person, or loss or damage to property of any person whilst making use of facilities supplied by the school. It is further agreed that any damage to WIS property or equipment which are a result of use by the hirer will be reported to the WIS administration via the designated WIS Event Supervisor, and that the repairs or replacement in full will be the full responsibility of the hirer.

Terms and conditions for the rental of the above-mentioned venue:

The following rules must be adhered to:

- No alcohol is allowed unless by approval for specialised or corporate rate events.
- No smoking is permitted on campus.
- Facilities are only rented out for purposes of promoting education, sports, and the arts.
- All facilities must be left in the same conditions as they were found.
- No inappropriate behaviour is allowed on campus.



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- No disruption may be caused to the neighbours or to anyone else on campus.

I agree to the terms and conditions of this agreement.

Hirer

Name & Signature:

Date:

I have reviewed the application and approved this event.

WIS Site Manager

Name & Signature:

Date

Bank Details

Windhoek International School

Bank Windhoek

Windhoek

Branch code 481-972

Account number 1177599901