



BOOKING APPLICATION FORM

If you are submitting more than one application, please prioritise (1 = highest)

- A) Name of Organisation:
Postal Address:
Contact Name & Phone Number:
- B) Description of Meeting / Group:
Venue of Meeting / Group:
Do you have available for child minding:
a) A separate & secure room?
b) A separate & secure outdoor area?
c) Tables & chairs suitable for children?
d) Any other equipment or facilities that we may be able to use?
e) Do you have any alternate access to childcare?
- C) Childcare required:
On-going bookings: Starting date:
Finishing date:
Starting time:
Finishing time:
Number of sessions:
Day of the week:
Once-only bookings: Date: Day:
Starting time:
Finishing time:
Estimated number of children:
Under 2 years: 2-3 years: 4-6 years: Over 6 years:
Details of any special needs:
(If not known at the time of application please inform us ASAP)
- D) (NB: There is no need to complete this section if you have previously given us this information)
Type of Organisation:
Briefly describe the group's aims & objectives:
Are you a non-profit group?
Principal sources of funding:
Insurance co. & policy no. for p/l insurance covering the venue:

PLEASE NOTE: This form constitutes a booking application only & is subject to confirmation.
Applications will be assessed according to the MMM Bookings Priority Policy (details available upon request).

INFORMATION & CONDITIONS OF USE

- MMM's service is available to non-profit community organisations with limited access to childcare.
- Parents or guardians of children to be cared for must be in the immediate vicinity of the childcare area at all times.
- Suitable premises for childcare must be provided (see Venue Safety Self Assessment). These premises must be clean & set up ready for childcare.
- The MMM Childcare Worker will arrive 20 minutes prior to the booked starting time and will accept children from 10 minutes prior to the starting time.
- Sessions are to be finished promptly at the booked time unless prior agreement with MMM has been reached.
- For child/carer ratio refer to **Childcare Booking Form**. If there are more children than are recommended, at the **MMM worker's discretion**, organisers must provide a suitable assistant.
- Children who are infectious or otherwise potentially risky to the health and safety of the other children &/or the Childcare Worker will not be admitted into childcare..
- Our service is **PEANUT FREE** and so any foods brought to the session needs to be peanut free.
- The MMM Childcare Worker must be made aware of any children who are attending the group who may have allergies.
- All ongoing bookings are for one school term only
- Users of MMM's service must display the MMM name &/or logo on all relevant promotional material.

Bookings may be cancelled at any time without notice by MMM management or staff if any of these conditions are not adhered to.

Fees: In order to help cover our costs

Community Groups and Services Monday to Friday \$35 for 3 hours or part thereof and \$10 for each additional hour or part thereof.

Evenings (Monday to Friday 5pm - 9.30pm) and Saturdays 9am - 5pm; \$45 for 3 hours or part thereof and \$25 for each additional hour or part thereof.

Sundays 9am - 5pm; \$60 for 3 hours or part thereof and \$25 for each additional hour or part thereof.

Government Groups and Services Monday to Friday \$55 for 3 hours or part thereof and \$17 each additional hour or part thereof.

Evenings (Monday to Friday 5pm - 9.30pm) and Saturdays 9am - 5pm \$65 for 3 hours or part thereof and \$25 for each additional hour or part thereof.

Sundays 9am - 5pm; \$75 for 3 hours or part thereof and \$25 for each additional hour or part thereof.

You will be invoiced for this at the end of the school term.

While Mountains Mobile Minders provides supervised child care, no responsibility can be taken for accidents, misadventure or if a child has an anaphylactic reaction while the children are in the care of the MMM workers. This remains the parents' responsibility.

It is the responsibility of the applicant to ensure a safe child care environment.

I have read the conditions of use above and agree to the terms and conditions of use.

Signed Position

Send completed form to: Mountains Mobile Minders
P.O. Box 580
Hazelbrook. 2779
Ph. 4758 6833
Fax 4758 6477. Email kathy.coates@mocs.org.au