

**Bond Receipt**

Bond amount: \$400.00

Date of Event:

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I/We agree that the sum of money above is to be held as a security Bond by RAFT Anglican Church until the return of the keys and the conclusion of the event. The bond shall be returned in full only after the venue has been vacated and inspected by a member of management. If any damage has occurred or the venue is not adequately cleared, RAFT Anglican Church reserves the right to retain all or part of the bond monies to rectify the problem. If the repairs exceed the bond amount, RAFT Anglican Church reserves the right to pursue compensation from the responsible person.

Signed:

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(Print full name):

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Date:

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Received on behalf of RAFT Anglican Church:

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Bond to be paid via the following methods:

Eftpos/Credit Card

Electronic deposit – As a reference and to enable us to track deposits, please enter the letters RAFT followed by the date of the function and part of your surname/company name.

(For example: *RAFT13Dec14Doe*)

RAFT Bank Account:

National Bank of Australia

Account name: The Anglican Parish of Ferntree Gully & Rowville

BSB 083 321

Acct No 02 887 6573

**Bond Release:**

RAFT Anglican Church

Venue hire / Hall / Meeting Rooms / Weddings / Parties

February 2018 ABN 54759870540

Bond Amount:

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Date of event:

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The post-hire check has been completed and we confirm the following:

No damage has been incurred and the facility has been cleaned and returned to the condition in which it was hired. The full bond amount has been returned.

OR

A small amount of damage was noted as described below. It will be organized for repairs/cleaning to be conducted as quickly as possible as the cost of the repairs will be deducted from the bond amount. The remaining funds will be returned following the completion of the repairs/cleaning.

Amount of bond released:

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Signed on behalf of RAFT Anglican Church:

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Received from RAFT Anglican Church:

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(Print full name)

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Date:

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Bond to be returned by the following method:

Bank Account

Bank:

Account name:

BSB:

Acct No:

(Can take up to 2 weeks)

OR

Eftpos / Credit Card

(in person)