

11 August 2010

Dear Sports Club

QUEENSTOWN LAKES DISTRICT COUNCIL'S COMMUNITY FACILITY FUNDING POLICY

The Queenstown Lakes District Council (QLDC) has recently adopted a revised Community Facility Funding Policy to replace the previous policy last amended in 1997.

As you / your organisation have previously booked one of the many community facilities that Lakes Leisure manages on behalf of QLDC, we would like to bring your attention to these changes.

A full copy of the policy can be downloaded from: <http://www.lakesleisure.co.nz/venue>

The policy document covers QLDC's property rental, lease and licences (monitored by Lakes Property Services), as well as the casual facility and seasonal sport use hire that Lakes Leisure administers. Pages 14-22 of the policy cover the facilities under Lakes Leisure's management and include a hire fees schedule for each facility. Also included is pricing for the hire of events equipment, also managed by Lakes Leisure.

The hire of a QLDC facility or equipment requires the hirer to agree to the relevant hire terms and conditions that will be made available to you at the time of confirming your booking.

If you or your organisation has had any previous historical hire / access agreement for the use of QLDC-owned facilities, the new policy will now replace this as of 1 October 2010. The hire rates listed in the policy document are inclusive of GST at 15 per cent.

Please note that the policy now includes a seasonal booking option for local sports clubs (see page 15 of the policy attached). Clubs now have the option to substantially reduce their organisation's sports field / court hire cost by entering into a seasonal agreement with Lakes Leisure.

The seasonal agreement allows for your club's use of the particular field(s) / facility(ies) for a flat rate, irrespective of the actual number of hours it is used. Where a number of clubs require high levels of use for the same facility, Lakes Leisure will still manage the logistical scheduling.

The coming 2010-2011 summer season dates are defined to fall between 26 October 2010 and 31 March 2011. A copy of the 2010-2011 summer season booking request form is enclosed. Please complete and return this form to us by **Monday 4 October 2010** so Lakes Leisure can begin scheduling.

If you have any concerns or questions regarding the new policy or would like some help to establish how it will impact any future bookings you may have, please do not hesitate to contact Lakes Leisure.

Thank you for your continued use and support of the community's facilities. Lakes Leisure looks forward to working with you in future.

With kind regards

A handwritten signature in dark red ink, appearing to read 'Cam Sheppard', with a long horizontal flourish extending to the right.

Cam Sheppard
Facilities Manager