



TRIMReference: \_\_\_\_\_

# KEY AGREEMENT

In recognition of the provision of the following key/s:

DESCRIPTION	TAG No. and KEY No.

I \_\_\_\_\_ agree, on behalf of the  
 Name

\_\_\_\_\_ to:  
 Group, Club, Business, etc.

1. Take full responsibility for the safe keeping of the key/s and that usage of such premises will be in accordance with the CONDITIONS OF HIRE as provided by the Mullewa District Office, which includes **DO NOT GIVE THE KEY/S TO ANY OTHER PEOPLE**;
2. To return the key/s immediately should council request, or you no longer need;
3. Not allow any further keys to be cut;
4. Pay for the replacement, including lock and other keys if necessary, if any key is lost, damaged or otherwise unaccounted for. A minimum replacement cost will be \$140.00; and
5. Pay for any additional keys at the cost of \$40.00 each.

Conditions of Hire Read & Accepted

Conditions of Hire provided for Signatory

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

<b>OFFICE</b>	Date Key Returned: _____
<b>USE</b>	2 1 1 L F H U · V 1 D P H _____