

**Scouts Australia
 Western Australia Branch**

Branch Equipment & Promotional Material Hire Form

I/we request the hire of specific equipment as indicated on this form and agree to abide by the following terms and conditions:

1. Equipment will be used only as it is intended and will seek instructions on how to use the equipment should I/we need.
2. Support Services must approve the return date for equipment if unable to be returned on the first working day following the event.
3. Any loss or damage to equipment is to be reported to Support Services as soon as practicable.
4. It is advised to book items as early as possible due to equipment being hired out regularly.

Group/District	
Person Responsible	
Address	
Contact details	

Event Information

Event Title & Date			
Collection Date		Return Date	

Equipment Collected by

Name	Signature	Date

Office Use Only

Form Received		Equipment booked		Initial	
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Equipment Returned by

Name	Signature	Date

Equipment Checked by

Name	Signature	Date

Equipment for Hire

Banners

Message	Approx. Dimensions	Stock Amount	Qty Required
Get into life, Get Scouting	3 x 1m	1	
We Will Make a Difference	6 x 1m	1	
Be Prepared... For Fun & Adventure!	3 x .75m	1	
Scout Australia	4 x 1m	3	
Cub Scouts	2 x 1m	1	
Scouts a partnership in youth development	4 x 1m	1	
Scouts a partnership with parents	4 x 1m	1	
Cubilee	2 x 1m	1	
Cubilee	1.5 x 0.4m	1	
Manjedal Activities Centre	6 x 1m	1	
Joey Scouts Out and About	7 x 1.75m	1	
Scouts WA – A History	3 x 0.8m	1	
Climb Like a Cat!	2.5 x 1m	1	
Scouts Australia	2 x 3m	1	
Celebrating a Centenary of Scouting	0.75 x 0.75m	1	
WA Scouts	1.5 x 0.9m	1	
Scouts Australia logo	1 x 0.9m	4	
Joey Scouts	2 x 0.5m	1	
Scouts... A World of Possibilities! (roll up)	2 x 0.85m	1	
Joey Scout Promotional (roll up)	1.8 x 0.8m	3	
Cub Scout Promotional (roll up)	1.8 x 0.8m	2	
Bear Grylls ' Follow the Bear' (roll up)	1.8 x 0.8m	3	
Prepare Your Children for the Future (roll up)	2 x 0.85m	1	
Scouts Australia tear drop flag (assembly required)	4 x 1m	5	

Marquees & Pop-Ups

Description	Approx. Dimensions	Stock Amount	Qty Required
Navy Pop-Up (white sides in bags)	6 x 3m	7	
Yellow Pop-Up (sides in bags)	3 x 3m	4	

Promotional Gear

Description	Approx. Dimensions	Stock Amount	Qty Required
Promotional Trailer	N/A	1	
Bouldering Wall	N/A	1	
Wheelchairs	N/A	4	
Blind Course	N/A	1	
Trestle Tables	2.5 x 1m	12	
Portable Stage Squares	Various	8	
Silk Screen Frame	Various	4	

Flags

Description	Approx. Dimensions	Stock Amount	Qty Required
Section Flags	N/A	2 sets	
Section Flags holder	N/A	2	
Torres Strait Islander Flag	N/A	1	
Aboriginal Flag	N/A	1	

IT Gear

Description	Approx. Dimensions	Stock Amount	Qty Required
Portable PA	N/A	1	
Projector	N/A	1	
Alpha – Camera (Fujifilm FinePix S7000 Digital Camera)	N/A	1	
Beta – Camera (Canon PowerShot A1000 IS Digital Camera)	N/A	1	