



# Accommodation booking form

## How to make a booking

**By email:** shootingcentre@sport.nsw.gov.au

**By phone:** Call (02) 8782 0100 and have your credit card details ready (Visa or MasterCard)

**By fax:** Complete the accommodation booking form and fax to (02) 9826 2376

**By mail:** Complete accommodation booking form and mail to:  
Sydney International Shooting Centre  
PO Box 136,  
Kemps Creek NSW 2178

### Please note:

The SISC does not provide overnight accommodation unless attending SISC for training, functions or events for the duration of the event. The SISC has very limited accommodation and caravan/campervan parking areas. Preference will be given to event organisers booking all available accommodation. Otherwise, accommodation will be allocated on a 'first come first served' basis. The SISC reserves the right to provide accommodation to an individual at its sole discretion. If for any reason the SISC is unable to provide accommodation booked, the SISC's liability is limited to any accommodation fee or security deposit paid and these will be refunded. The SISC will make every effort to give reasonable notice of cancellation.

### 'Security Deposit' means 25% of the total Fee

The User must pay a Security Deposit within 21 days of making the Booking following receipt of a Security Deposit invoice from the Centre and immediately upon receipt of a tax invoice from the Centre if the Booking is made 21 days or less before the Commencement Date.

If no Security Deposit is paid in accordance with the General Terms and Conditions the Centre is entitled to cancel the Booking. The Centre will notify the User one (1) week prior to such cancellation in writing.

### Cancellation of booking

*Cancellation of Booking due to User's default;*

In the event the User fails to make payment of the Security Deposit in accordance with the General Terms and Conditions, the Centre will cancel the Booking. A cancellation fee as set out below may be payable by the User.

*Cancellation of Booking by User;*

- (a) If the User cancels a Booking for any reason whatsoever, it will forfeit any Security Deposit paid in respect of that Booking. In addition, a cancellation fee as set out below may be payable by the User.
- (b) In extenuating circumstances the Venue Manager may, in his/her sole discretion, agree to waive the cancellation fee.
- (c) Any cancellation must be in writing and received by the Centre at the address set out in the tax invoice.

### Cancellation fee

The cancellation fees set out in the table below will apply if a Booking is cancelled in its entirety for any reason. If this is the case, the percentage cancellation fee will be applied to the total Fee.

Booking cancellation	Cancellation fee
(Number of days prior to arrival date)	(% of total fee per User)
61-120 days	10% of fee
31-60 days	25% of fee
Up to 30 days	50% of fee
Up to 72 hours	100% of fee

## Visitor information

### Accommodation Information

#### Cottage accommodation

The Sydney International Shooting Centre SISC offers this fantastic 4 bedroom onsite cottage accommodation facility located in the heart of the Cumberland Woodlands. Centrally located near Liverpool and the Blue Mountains, and Kemps Creek Bowling Club is only seconds away. The Sydney International Shooting Centre Cottage is a low-cost accommodation facility available to sporting groups or individuals visiting the Centre for training, function or event.

Our friendly staff specialise in delivering outstanding customer service to user groups. Please contact us to discuss your accommodation needs and to secure your accommodation requirements.

For an action packed experience SISC can organise training packages, with access to a group or personal trainer.

The Cottage has 4 bedrooms from 3-4 in capacity. The Cottage has its own air conditioned living room with a lounge, TV, video and DVD player, dining room, a fully contained kitchen, barbeque, laundry facility, and an iron and ironing board. There are 3 toilets and 2 showers contained in the cottage, residents also have access to the Shooting Centre amenities.

#### Room Features

<b>Bedroom 1</b>	2 single bunk beds with mattress protector, blanket, quilt and quilt cover, pillow and pillow protector, lighting, wardrobe, 4 steel under bed storage lockers and ensuite (Sleeps 4). Linen can be hired and padlocks can be purchased.
<b>Bedroom 2</b>	Double and single bunk bed combination, mattress protector, blanket, quilt and quilt cover, pillow and pillow protector, lighting, wardrobe (Sleeps 2-3). Linen can be hired.
<b>Bedroom 3</b>	Double and single bunk bed combination, mattress protector, blanket, quilt and quilt cover, pillow and pillow protector, lighting, wardrobe (Sleeps 2-3). Linen can be hired.
<b>Bedroom 4</b>	2 single bunk beds with mattress protector, blanket, quilt and quilt cover, pillow and pillow protector, lighting, wardrobe, 4 steel under bed storage lockers (Sleeps 4). Linen can be hired and padlocks can be purchased.

#### Opening hours

Check in time - 12pm daily

Check out time - 10am daily

Day	Hours
Monday - Sunday	Bookings essential

#### Rates (Including GST)

- Bed Hire - \$33.00 per person per night (non-exclusive)
- Exclusive Room Hire (Bedroom 1 & 4) - \$133.00 per night for 1 - 4 people (other accommodation areas are non-exclusive)
- Exclusive Room Hire (Bedroom 2 & 3) - \$82.00 per night for 1 - 3 people (other accommodation areas are non-exclusive)
- Exclusive Cottage Hire - \$400.00 per night
- Single Sheet Hire - \$11.50 per single sheet set
- Double Sheet Hire - \$12.50 per double sheet set
- Towel Hire - \$3.00 per towel

#### Rates are subject to change

#### Camping Area

Camping with only self-contained caravans and campervans are recommended on this site as there is no connection to power or water.

There is an amenities block, the "Russell Mark Building", located in this area. Facilities include toilets and showers only. More showers are available in the main building during normal operating hours.

- Camping rate - \$17.00 per van, vehicle or tent per night, for the first two people, plus \$9.00 per extra person per night. Children under 12 years old stay for free.

# Accommodation booking form

## Booking information

Name of event (if required)

Booking/paying client name

Address  
  


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 Postcode

Phone  Mobile phone  Fax

Email

Guest list (details required for onsite security)

Name	Mobile number	Vehicle registration	ETA (estimated time of arrival)	Arrival date	Departure date	Nights

**Key issue:** (for SISC use only)  


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**Booking notes:** (for SISC use only)  


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**CIMS booking no.:** (for SISC use only)  


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# Accommodation booking form

## Payment information

	Quantity		Number of nights		
Bed Hire	<input type="text"/>	X	<input type="text"/>	\$33 per person per night	\$ <input type="text"/>
Exclusive Room Hire (Bedroom 1 and 4)	<input type="text"/>	X	<input type="text"/>	\$133 per night for 1 - 4 people	\$ <input type="text"/>
Exclusive Room Hire (Bedroom 2 and 3)	<input type="text"/>	X	<input type="text"/>	\$82 per night for 1 - 3 people	\$ <input type="text"/>
Exclusive Cottage Hire	<input type="text"/>	X	<input type="text"/>	\$400 per night	\$ <input type="text"/>
Single Sheet Hire	<input type="text"/>			\$11.50 per single sheet set	\$ <input type="text"/>
Double Sheet Hire	<input type="text"/>			\$12 per double sheet set	\$ <input type="text"/>
Towel Hire	<input type="text"/>			\$3 per towel	\$ <input type="text"/>
	<input type="text"/>				<input type="text"/>
Campsite	<input type="text"/>	X	<input type="text"/>	\$17 per van, vehicle or tent per night, for the first two people	\$ <input type="text"/>
Camping additional persons	<input type="text"/>	X	<input type="text"/>	\$9 per extra person per night	\$ <input type="text"/>
<b>TOTAL FEE</b>	<b>25% of total fee is required at the time of booking.</b>				\$ <input type="text"/>
				<b>25% Deposit</b>	\$ <input type="text"/>
				<b>Total payable prior to check-in</b>	\$ <input type="text"/>



**Sydney International Shooting Centre**  
 Elizabeth Drive, Cecil Park NSW 2178  
 Phone (02) 8782 0100 Fax (02) 9826 2376  
 Email shootingcentre@sport.nsw.gov.au  
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# Accommodation booking form

- **THE SYDNEY INTERNATIONAL SHOOTING CENTRE IS A PART OF THE WESTERN SYDNEY PARKLANDS TRUST AND AS SUCH MUST ABIDE TO ANY RULE SET BY THE MANAGEMENT OF THIS TRUST.**
- **VISITORS TO THE VENUE ARE ASKED TO OBSERVE OUR CODE OF CONDUCT FOR ENTRY AND PARKING:**
- The SISC accepts no liability for the loss or damage to vehicles, accessories or the contents of vehicles or any goods or articles left in any vehicles irrespective of how such loss or damage may be caused.
- All vehicles, except those so authorised, must park in designated car or camping parking areas and must only use bitumen roads.
- All roads are designated public carriage ways and standard NSW road rules apply;
  - only registered motor vehicles, motorcycles, golf carts or legally permitted four wheel bikes are permitted to be used at the venue.
  - riders of motorcycles, bicycles and four wheel bikes must wear Australian standard approved helmets at all times.
- All venue and road signage is to be adhered to at all times.
- All persons visiting the site must obey venue signage and all reasonable directions given by authorised persons including venue and security staff.
- All persons visiting the site must utilise granite paths and mowed grassed areas only. At no times are people to enter any restricted and protected areas.
- Camping is only permitted in designated areas.
- Avoid low or poorly drained camping areas where soil or vegetation may be easily damaged, look for harder ground.
- Use tents which do not require trenches and which are self-supporting, don't tie tent ropes to trees as they can be easily ringbarked and die.
- Fires are not permitted at the venue.
- Familiarise yourself with the Emergency Procedures on arrival.
- Animals are not allowed to enter or remain in the cottage at anytime without prior management approval.
- All dogs must be kept on a lead at all times and all dog waste properly disposed of.
- In areas of the SISC where smoking is permitted, cigarette butts must be disposed of responsibly in the receptacles provided.
- All shooters at all times must be respectful of other shooters and venue users.
- At no time is any person to harm or injure any wildlife observed at the venue.
- Please do not feed native animals – it can damage their health and make them dependent on campers for food. The wrong food can cause birds to lay eggs with weak shells that break before the young can develop.
- There is no dump point on this site. Therefore, waste needs to be collected in a bucket and disposed of appropriately or taken off site on departure.
- All other waste is to be placed in the bins provided or take rubbish with you when you leave including all organic waste such as fruit peel. Australian plants are generally adapted to low-nutrient soils, and adding nutrients only encourages the spread of weeds.
- Keep all areas clean and tidy and place all rubbish in the bins provided.
- Please refrain from late night noise which could disturb other guests. Late night music and electronics should be played on headphones. Be considerate of other guests, particularly when coming in and out of rooms at night.
- Avoid playing music or operating machinery in a way that affects the enjoyment of other visitors and disturbs wildlife.
- Where possible use softer footwear such as sneakers or sandals around campsites to minimise compaction of soil and damage to vegetation.
- Try to leave everything as you found it.
- Office hours are between 9am and 5pm. Check out time is noon. The cottage/site has 24 hours access. Call security on 0420 985 605 if you need to get in or out of the grounds or if there are any problems while you are on site out of business hours.
- Blanket, quilt and pillows are provided in the Cottage. Linen and towels can be hired. Guests must use sheets or sleeping bags on beds and pillow slips on pillows. Beds must be stripped upon check out and linen returned to the Venue Management Office.
- There are four bedrooms with bunk beds in the Cottage. A blanket, pillow and quilt is provided for each bed. Doubles have two pillows. Turn lights off when you leave rooms. Lockers are provided in bedroom 1 and 4. Please secure any valuables in the lockers provided. Padlocks are not provided, but can be purchased from the Centre's Venue Management office or SISC shop.
- All guests and campers must complete and sign the Indemnity section of this form prior to check in.
- Smoking is not permitted in the cottage at any time and ONLY OUTSIDE IN THE DESIGNATED AREA. Cigarette butts must be disposed of responsibly in the receptacles provided.
- There is a fully contained kitchen available for Cottage guests, where you can prepare meals. Please clean up after yourself! NO cooking between 1am and 4am.

- There are three toilets, two showers and a laundry contained in the Cottage and four toilets and three showers in the Russell Mark Building for campers. Please clean up after yourself!
- Anyone behaving offensively to other guests, staff or members of the public may be asked to leave without a refund. No drugs, excessive alcohol consumption, violence, vandalism or inappropriate behaviour towards other guests will be tolerated.
- Electrical equipment, kitchen ware, bedding and furniture are not to be removed from the Cottage at any time. Guests will be charged for any items missing from the Cottage
- Please report all breakages and/or damage to Venue Management.
- The Cottage will be serviced weekly however cleaning products are located in the laundry if required.

**Venue management trust you enjoy your visit.**

## Important information

### Obligations

I agree:

- to act as a prudent person when engaging in activities at the SISC, and to obey and follow the instructions, rules and regulations notified (whether in writing, on signs or otherwise) at any time by SISC staff and security officers;
- that I am responsible for the safety of any minors I bring onto the premises of the SISC;
- that the SISC has the right to exclude me and any minors under my control from the SISC if I or a minor under my control is intoxicated or under the influence of alcohol or drugs or if I do not follow instructions given to me by staff;
- to notify SISC staff of any incident or accident involving personal injury or illness experienced by me or witnessed by me during the course of any activity at the SISC. If such injury or illness occurs I agree to leave personal identification details including my name and address with SISC staff;
- that if I suffer injury or illness at the SISC staff may, at my own cost, arrange such medical treatment and emergency evacuation service, as they shall consider necessary for my health and safety.

### Acceptance of risk

The SISC is situated in the Western Sydney Regional Park which contains a large number of animal species including brown snakes which may cause serious injury or even death.

I understand that although the SISC and its service providers attempt to minimise any risk of personal injury and/or loss of or damage to property within practical boundaries, accidents do happen and all physical activities and walking in the SISC carry the risk of personal injury and/or property damage.

I release and indemnify the Minister for Sport and Recreation, the State of NSW and the Department of Education and Communities and its officers, servants, agents and service providers against all actions, suits, claims, demands, proceedings, losses, damages, compensation, costs, charges and any expenses whatsoever arising directly or indirectly out of any personal injury and / or loss of property to me howsoever occasioned unless such loss or damage is caused by the negligence of the Department.

### Declaration

I declare that I have read and understood this Agreement prior to signing it and have been given the opportunity to seek legal advice as to the nature, effect and extent of this Agreement and to the rights created and the rights extinguished by this Agreement. I also confirm that I understand that the SISC will be relying upon this Agreement.

Applicant's signature

Date

Name

### Privacy Statement

The Sydney International Shooting Centre of Lot 1 Elizabeth Drive, Cecil Park, NSW 2178 will collect and store the information you voluntarily provide to enable processing of bookings.. The information will be provided program officers and their supervisors, where necessary, and you consent to this disclosure. Any information provided by you will be stored on a database that will only be accessed by authorized personnel and is subject to privacy restrictions. The information will only be used for the purpose for which it was collected. Your details will not be placed on a SISC mailing list unless you request it. Any information provided by you to the SISC can be accessed by you during standard office hours by writing to us or by contacting us on 02 8782 0100.



#### Sydney International Shooting Centre

Elizabeth Drive, Cecil Park NSW 2178

Phone (02) 8782 0100 Fax (02) 9826 2376

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Visit [shootingcentre.nsw.gov.au](http://shootingcentre.nsw.gov.au)