

## RAETIHI MARAE BOOKING FORM

Please return to Maxine Pue, Marae Kaitiaki, 11 Duncan Street, Raetihi or email [Raetihi.Marae@gmail.com](mailto:Raetihi.Marae@gmail.com) or phone 027 826 5934.

HIRER CONTACT DETAILS			
Name			
Physical address			
Phone number			
Email address			
BOOKING DETAILS			
Purpose of hui (please circle one and give details)	Tangihanga (Koha)	Unveiling (\$300 per full or part day)	Other (please specify the purpose of hui) (\$300 per full or part day)
Date in			Time in
Date out			Time out
No. of people expected			
BOOKING TERMS AND CONDITIONS			
<i>I acknowledge the following conditions in relation to the hireage of Raetihi Marae:</i>			<i>Initials</i>
That all booking costs (except tangihanga) will be paid <b>before</b> my booking. Bank details are on the rear of this form.			
That all equipment is to be returned in its original condition at the conclusion of my booking and any loss or damage will be charged at cost			
That all linen will be returned laundered and folded to the marae kaitiaki no later than 24 hours after the conclusion of my booking.			
That all marae facilities will be returned to the state in which they were found by following the photos around the marae.			
That I have read and will adhere to the cleaning checklist. The hirer is responsible for providing cleaning products.			
That smoking is only allowed along the concrete path at the rear of the kitchen and in the Whare Kaipaipa not on the deck. All butts will be collected and removed.			
That alcohol may only be consumed with the prior permission of the marae kaitiaki.			
That any breakages, faults or issues with the facilities will be reported to the marae kaitiaki immediately by phone call and/or leaving a message. Tradesmen are not to be engaged without the prior permission of the marae kaitiaki.			

That mattresses inside the wharepuni cannot be used elsewhere. Mattresses for use in a whare apakura (tent / marquee) are in the rear storage room of the wharepuni. All mattresses for tūpāpaku are to be provided by the whānau.				
That I will adhere to the <i>Protecting our Whakapapa</i> plan for the Marae which includes: the <b>HUI ORA</b> & <b>HUI MATE</b> safety plans and all documentation				
That the Raetihi Marae Wifi will be utilised via a unique password and that this password expires at the end of my booking. Any technical issues will be reported to <a href="mailto:raetihimaraeinfo@gmail.com">raetihimaraeinfo@gmail.com</a>				
That my booking will be cancelled if a tangihanga were to occur on the dates of my booking.				
Signed:			Date:	
Print name:				
<b>OFFICE USE ONLY</b>				
Confirmed		Receipt number		
Banked		Invoice number		
<b>BANK AND CONTACT DETAILS</b>				
<b>MARAE KAITIAKI (CUSTODIAN)</b>		<b>MARAE TRUSTEES</b>		
Maxine Pue 11 Duncan Street, Raetihi Phone: 027 826 5934 Email: <a href="mailto:Raetihi.Marae@gmail.com">Raetihi.Marae@gmail.com</a>		Whetu Moataane, Chairman 7674a SH4, RD6, Raetihi Phone: 027 542 8554 Email: <a href="mailto:WMoataane@gmail.com">WMoataane@gmail.com</a>		
Alternate contact: Elijah Pue 027 740 6253				
<b>Bank:</b> Bank of New Zealand <b>Account number:</b> 02-0712-0019113-00 <b>Reference:</b> Name <b>Accounts queries:</b> <a href="mailto:RaetihiMaraeTreasurer@gmail.com">RaetihiMaraeTreasurer@gmail.com</a>				