



Coldstream Hostel

Southland Boys' High School

11 Lees St I Invercargill I New Zealand

Phone: [03] 218 6013 I Email: coldstream@sbhs.school.nz

Application For Hiring Accommodation

Name of organisation:	
Contact person:	
Address:	Phone:
	Email:
Arrival date:	Arrival time:
Departure date:	Departure time:
Total numbers attending:	

Costs of hiring

A deposit of \$500 is required to secure your booking.

The cost of hiring Coldstream Hostel is \$110 + GST per person, per night. This is inclusive of accommodation, meals, linen, and use of the laundry.

The full invoiced amount must be paid two weeks prior to the arrival date.

Confirmation of final numbers and dietary requirements is required 14 days prior to arrival date. If cancellation of booking occurs less than 14 days prior to arrival date, a charge reflecting the purchase of provisions will be made.

Rules and guidelines

There is always a staff member on duty or call during your stay. For entry and exit, please use the door beside the office during your stay. All other exits are alarmed.

All beds have a fitted sheet, pillow and pillowcase, and duvet. If hirers wish to bring their own pillowcases, sheets or sleeping bags, and towels, please let us know one week before arrival.

All meals are prepared and served by hostel staff. However, hirers are permitted to use the facilities provided in the dining room eg. microwave, fridge, tea and coffee making facilities.

Hirers are responsible for the cost of repair or replacement of damage to Coldstream Hostel equipment, fittings, buildings, and chattels.

In the unlikely event of an emergency the alarm will sound continuously. Everyone must evacuate the building immediately via their nearest EXIT and make their way to the open area, Muster Point, NORTHWEST of the Manager's residence. If fire alarms are activated by any person in a hiring group for any reason other than fire, a fee of \$500 including GST will be charged.

Coldstream Hostel is an alcohol and smoke/vape-free environment. The consumption of alcohol, and smoking/vaping is not permitted in the building or on hostel grounds.

Cleaning of kitchen/dining and ablution areas will be maintained during your stay.

Meals

Breakfast	<ul style="list-style-type: none">• Toast and spreads• Cereal• Fruit• Tea and coffee
Lunch (Pack your own)	<ul style="list-style-type: none">• Bread/rolls• Selection of meats• Salads• Condiments• Baked item• Fruit
Dinner	<ul style="list-style-type: none">• Main meal (meat and vegetables)• Salad bar• Dessert• Tea and coffee

Special dietary requirements:

Facilities

This venue is heated throughout and can accommodate up to 100 boarders.

- 9 dormitories that can sleep 9 - 10 people
- 3 dormitories that can sleep 4 - 6 people
- 8 single rooms
- 2 double rooms
- Sick bay with 2 beds

We have 2 commercial washing machines and 1 domestic washing machine available, a large drying room and one commercial dryer.

The recreation room has 2 TVs.

The dining room is fully equipped with a microwave, fridge, instant hot water, and cool filtered water.

I accept the terms and conditions as outlined in this application form.

Signed: _____

Dated: _____

Print name: _____