



Quarry Bay School Hiring Agreement

A variety of areas within the school premises are available for private hire:

- Classrooms
- Hall
- Gymnasium
- Outdoor play areas
- Computer Suite
- Art centre

We are particularly interested in hiring out our premises for activities that support and enhance the education of our students and we will also consider hiring our premises to non-educational groups at a higher cost. Our hiring charges are outlined below and further information can be found in our hiring leaflet.

Insurance

As a member of the English School's Foundation we are required to comply with the requirements set by ESF Centre. All persons hiring our premises are required to provide the school with

Joint named 3rd party liability insurance with cross liability and indemnity to principal property clauses (\$10,000,000)

All insurance providers will be able to provide this type of insurance but Zurich Insurance Co. have negotiated this type of policy with ESF.

The contact details are: Mr Wilbur Ip - Wilbur.ip@hk.zurich.com.

(This insurance company is not recommended by QBS or ESF and we are merely acting as an information provider)

If you would like to hire our premises then please complete and submit the booking request to hire form which can be downloaded from our website.

Charges from May 2009

Facility	For events that are of direct benefit to our students / parents Eg. Club providers, drama auditions	For events that have no educational benefits for our students / parents Eg. Film companies, parties
School Hall	\$ 800/hr	\$ 2,000/hr
Gymnasium	\$ 500/hr	\$ 1,500/hr
Classroom	\$ 250/hr	\$ 1,000/hr
Single Outdoor area	\$ 250/hr	\$ 1,000/hr

Hiring the premises outside of normal school hours will incur additional caretaking charges.