



## Waihi Drama Society

### Policy on the Hire or Use of Non-Lighting equipment outside of the Theatre

- WDS equipment (e.g. sets etc) may be used by other community groups.
- Each request must be in writing to the secretary via the society e-mail address and will be considered by the committee on an individual basis.
- We request that we deal with only one nominated person in each organisation to avoid confusion or mis-communication.
- Equipment from the shed must be signed out and signed back in. There is a book in the shed for this purpose.

Policy adopted on..... Signed..... (WDS President)

Policy due for renewal at first committee meeting after AGM.