

CCHS Access and Security Agreement

(v1.0)

I (Print Name)

at address

agree to the following Access and Security terms in order to have Key or RFID access to the CCHS (Melbourne HackerSpace) at 5 Kent Lane, Hawthorn. This application is subject to committee approval and not all applications will be successful.

1. I understand that whilst the CCHS will make every attempt to ensure the space is accessible when desired, this cannot be guaranteed at any particular time.
2. My access to the space may be suspended or limited at any time at the discretion of the committee.
3. I have undergone an induction before being permitted independent access to and use of the hackerspace.
4. I will not independently use sensitive or dangerous equipment which I am inexperienced with without having first received appropriate instruction or training.
5. I understand that working alone can be dangerous. Whilst alone in the space, I will not use equipment with the potential for serious injury, or equipment that cannot practically be used safely by a single person.
6. I understand and agree that for security reasons I may be subject to video surveillance whilst accessing and using the space.
7. I understand that any access device (for example, but not limited to, an RFID/NFC access device or mechanical key) I am provided remains the property of CCHS. I am responsible for its safekeeping and I will be required to pay the cost of replacement if it is lost or damaged as well as any cost related to re-securing the space.
8. I agree to immediately report any loss or theft of my access device(s) to CCHS so that prompt steps can be taken to re-secure the space. I understand that any unreasonable delay in reporting such loss or theft may make me liable for any loss or damage as a result of unauthorised use of that access device.
9. I agree not to lend my access device(s) any any other person or to permit any other person to enter the space except in compliance with the rules regarding guests.
10. I agree to take responsibility for the security of the space when using the space, ensuring doors and windows are closed and locked as appropriate when leaving the space.
11. I agree that anything I place or store in the space is left there entirely at my own risk. I agree that, whilst CCHS will make all reasonable efforts to secure the space, I will not hold CCHS liable for any loss of or damage to any of my property.
12. I recognise that quiet hours are from 9PM-9AM. Any use of the space during these hours must be respectful of the neighbouring community, including when entering or leaving the space. Local laws and regulations should be followed in all instances.

13. I will only park either directly in the single space in front of CCHS or in public parking. This is important because of council permits and approvals. In particular, the private parking spaces of neighbouring businesses and residences should never be used without specific permission.
14. I understand that the space is a communal space for hacking. Sleeping, residing or otherwise monopolising the space or equipment is prohibited.
15. While at the space I take upon responsibilities equivalent to a duty officer. This includes securing the space, maintaining the space and receiving visitors. Announcing that you're opening the space to the general membership is at your discretion.
16. I agree that on opening the space, any visitors are my responsibility. This includes my guests and anyone else that arrives outside of scheduled public hours. I have the right to refuse entry to persons outside of scheduled public hours except to other members who are independently parties to this agreement.
17. I recognise that guests should not engage in activities associated with membership, including use of equipment and consumable materials. If a guest or visitor considers the space to be valuable for them and they want to use it they will need to take out a membership.
18. I understand that these rules are additional to those outlined in the "Member Rules and Policies" document and that I abide by both documents when using the space.
19. I understand that any breach of these rules demonstrated to the satisfaction of the committee will result in immediate withdrawal of my access privileges. Any reinstatement is at the discretion of the committee.

Signature Date/...../.....

I am over 18 [] (Tick in the affirmative) Phone

Vouched For By: (Existing Key Holders: Print Name & Sign)

Member 1

Member 2

Approved By Signature