

PLEASE PRINT CLEARLY IN BLOCK LETTERS WITH BLUE OR BLACK PEN

**1. Contact Details:**

Name of person making application: .....

Address: .....

Suburb: .....

State: .....Postcode: .....

Phone(home): .....

Phone(mobile): .....

Email: .....

**2. Who will be staying?:**

No. of Adults: ..... No. of Children: .....

Ages of Children: .....

Are you staying;

with a child living with cancer

as a bereaved family

Date of death: ...../...../.....

In either case please complete child's details below

**3. Child's Details:**

Name: .....

Date of birth: ...../...../.....

Illness: .....

Relationship to applicant: .....

Date diagnosed: ...../...../.....

Oncology Doctor's name: .....

Social Worker's name: .....

Hospital: ..... Ph: .....

**4. Special Requirements:**

Detail any special requirements:

Shower chair     Baby's cot     Baby's high chair

Bath aid     Wheel chair

**5. When would you like to stay?:**

Arrival Date: ...../...../.....

Departure Date: ...../...../.....

*Check-in is Monday from 2.30pm & check-out is Monday by 9.30am*

**6. Background Information:**

Have you stayed at Harry's House Family Retreat before?

Yes     No

If Yes when? ...../...../.....

How did you hear about Harry's House Family Retreat?

Another family     Health professionals

Website     Facebook     Another children's charity

**7. Application & Privacy Declaration:**

I am applying to stay at a Harry's House Family Retreat. I hereby authorise the doctor named above to give the Harry Meyn Foundation information in respect to the child and child's illness named above (medical history, consultation and treatment) if requested by the Harry Meyn Foundation. A photocopy of this authorisation is as effective and valid as the original.

Signed: .....

Date of application: ...../...../.....

Please return completed form to [info@harryshouse.com.au](mailto:info@harryshouse.com.au) or mail to PO Box 2531 Greenhills NSW 2323

**OFFICE USE ONLY**

Approved:  Yes     No    Reason: .....

Booking Reservation No.: ..... Referring Social Worker: .....

Date family notified: ...../...../.....    Method:    phone    email    letter    text

Authorised by: ..... Date: ...../...../.....

Period of Stay:    Arrival Date: ...../...../.....    Departure Date: ...../...../.....

# INFORMATION

**LOCATION:** Harry's House Family Retreat is located at 22 Maitland St, Stockton (Newcastle), NSW 2295.

**FACILITIES:** The Family Retreat is 3 bedroom, fully self-contained with a well equipped kitchen, laundry and an outdoor BBQ area.

**ARRIVAL / DEPARTURE:** Check-in time is Monday 2.30pm. Check-out time is Monday 9.30am.

**PRIOR TO ARRIVAL:** Please ensure that the Conditions of Use form is signed and returned to [info@harryshouse.com.au](mailto:info@harryshouse.com.au) or mail to PO Box 2531 Greenhills NSW 2323.

**WHAT'S PROVIDED:** The Harry Meyn Foundation will provide the following for your time at the family retreat.

- Entertainment - outdoors
  - 6 bikes with helmets and bike locks. (2 adult size, 1 youth size, 1 child size, 1 child size fitted with training wheels and 1 trike bike). A bike tyre hand pump is also provided.
  - Toddlers plastic trike bike.
  - 2 scooters.
  - 2 skateboards.
  - Football and soccer ball.
  - Beach cricket set.
  - Park cricket set.
  - Esky 25 litre.
  - Beach towels.
  - Beach umbrella.
  - 2 beach chairs.
  - 3 boogie boards.
  - 2 junior foam boards.
  - 2 rain umbrellas.
  - 2 tennis rackets.
  - Interactive play equipment for young children.
  - Outdoor table with 6 chairs.
  - Outdoor BBQ.
- Entertainment – indoors
  - Stereo with radio, CD player and iPhone/iPod input.
  - LCD television with DVD player in the lounge room and 3 bedrooms.
  - Xbox 360 with a selection of games.
  - Selection of movie DVD's.
  - Selection of board games.
  - Free WiFi.
  - Paper and coloured pencils for young children.
- Bathroom
  - Toilet.
  - Toilet paper (initial supply only).
  - Shower.
  - Bath.
  - Vanity.
  - Soap and hand wash (initial supply only).
  - Electric hair dryer.
  - Towel for each person.
  - Face washer.

- Kitchen
  - Fridge/freezer.
  - Microwave.
  - Electric stove with oven, grill, 4 halogen cooktop and rangehood.
  - Sink.
  - Electric fry pan.
  - Electric toaster.
  - Electric kettle.
  - Electric sandwich toaster.
  - Dishwasher.
  - Plates and bowls.
  - Knives, forks and spoons.
  - Mixing bowls and colander.
  - Microwave cooking containers.
  - Cooking utensils.
  - Saucepans and frying pan.
  - Chopping board.
  - Tea towel.
  - Dishwashing liquid (initial supply only).
- Living Area
  - Dining table with 6 chairs.
  - Children's play table with 4 chairs.
  - 4 seater and 3 seater lounge.
  - 2 bar stools.
- Laundry
  - Washing machine.
  - Dryer.
  - Sink.
  - Ironing board and iron.
- General
  - Indoor broom.
  - Dust pan and brush.
  - Vacuum cleaner.
  - Fire extinguisher and fire blanket.
  - First aid kit.
  - Clothes line and pegs.
  - Clothes airer and pegs.
  - Bucket.
  - Vomit bowl.
  - Ducted reverse cycle air conditioning.
  - Gas heater in living area.
- Special Needs Equipment (if pre booked on Application Form)
  - Wheel chair.
  - Shower chair.
  - Bath aid.
  - Baby's cot.
  - Baby's high chair.
- Bedding
  - Queen bed in main bedroom.
  - Queen bed in second bedroom.
  - Two single beds in third bedroom.
  - Baby's cot in main bedroom (if pre booked on Application Form).
  - Pillow with pillow case for each person.
  - Doona, bottom sheet and top sheet for each bed.

**WHAT TO BRING:**

- Clothing. There are built-in wardrobes in each bedroom complete with hangers.
- Toiletries.
- Food.
- Surfboards, fishing rods, etc if required. There is space in the garage to store these.
- Your favourite movie DVD's, music CD's and Xbox 360 games if required. A selection of movie DVD's and Xbox 360 games are provided.

**CLEANING:** General cleaning of the Family Retreat is your responsibility. Servicing of the Family Retreat is done each Monday from 9.30am.

**PARKING:** Off street under cover parking is available for 1 vehicle in the garage at the rear of the Family Retreat accessible via the rear lane. The remote controller for the garage door is attached to the key that will be in the safe on the rear verandah wall.

**WHEEL CHAIR ACCESS:** The Family Retreat has wheel chair access.

**NO SMOKING POLICY:** Smoking is not permitted anywhere on the premises.

**PETS:** No pets are allowed.