

WAIPAPA MARAE TRUSTEES

MARAE BOOKING POLICY

<p>Kaupapa (Policy Objective)</p>	<p><i>E te iwi, nau mai, haere mai ki Waipapa Marae, Ki Kāwhia Moana, Kāwhia Kai, Kāwhia Tangata Ki Ngāti Hikairo, Paimarire!</i></p> <p><i>The objective of this policy is to preserve the tikanga of Waipapa Marae and to provide a culturally safe and healthy environment for everyone we host.</i></p>
<p>Introduction</p>	<p>This policy applies to everyone who wants to book Waipapa Marae for any reason.</p>
<p>Who may book the marae?</p>	<p>Anyone above the age of 18 years old may enquire about marae bookings. Booking enquiries from organisations are particularly welcome.</p>
<p>Booking Enquiries</p>	<p>To enquire about booking the marae, follow the process prescribed on the Marae website at www.waipapamarae.nz</p>
<p>Tangihanga (Funerals)</p>	<p>It is our custom that Tangihanga take precedence over any event we hold on the Marae. If a Marae beneficiary passes away during your stay with us, their tangihanga will become the Marae priority.</p> <p>While every activity we host at the Marae is unique, the Marae Trustees (or their nominated delegate) will manage the situation in a way that respects the mana of our manuwhiri and is consistent with our tikanga.</p>
<p>Health, and Safety</p>	<p>Waipapa Marae complies with the Health and Safety Act, 2015</p> <p>Our Health and Safety guidelines are in Te Maru o Hikairo, Taku Hiahia and Nga Tai Whakarongorua. A copy is also posted on our Marae website at www.waipapamarae.nz.</p> <p>Everyone who visits the Marae must comply with the Health and Safety guidelines. If you identify any errors or omissions in our guidelines please inform the Marae Trust Chairperson c/- email: chair@waipapamarae.nz .</p>
<p>Marae Hire Handbook</p>	<p>The Marae Hire Handbook prescribes tikanga, rules, processes and information. Throughout your stay at the Marae, please adhere to the guidelines in this handbook.</p> <p>An electronic copy will be shared with people who hire the Marae.</p> <p>Copies of the handbook are located in Te Maru o Hikairo, Taku Hiahia and Nga Tai Whakarongorua. A copy is also posted on our Marae website at www.waipapamare.nz.</p>

The Booking Enquiry Form and Booking Confirmation Form can be found on the website (www.waipapamarae.nz)