



CUMBERLAND
CITY COUNCIL

LINE MARKING

Guidelines

Seasonal Clubs

PURPOSE

The purpose of this document is to promote and advise on the standards and expectations of Clubs in regards to Line Marking across Council.

SCOPE

The scope of this document covers Council Line Marking, Ordering Paint, Hire of Council's Line Marking Machine and Cleaning Instructions for the Line Marker.

IMPORTANT

- 7 days notice is required. If 7 days is not provided, requests will be denied.
- Requests must be sent to Council's Open Space Liaison & Technical Officer Miss Emma Higgins: emma.higgins@cumberland.nsw.gov.au
- Council will confirm stock and the date and time requested.
- Guildford Depot: 167 Fairfield Road, Guildford West
- Auburn Depot: 94 Chiswick Road, Auburn (opposite Auburn Botanic Gardens)

Paint

- Clubs who have not requested paint will not have it supplied to them if they are hiring the Line Marker.
- Ratio for Paint: 75% Water / 25% Paint
- Clubs can request extra paint, but this will be on a case by case basis.

Line Marker

- Line Marker will not be supplied to Clubs without the prior request notice period.
- Machine must be returned in working order, having been cleaned as per the instructions.
- Ratio for Paint: 75% Water / 25% Paint
- Cleaning Instructions
 - 1) Clean the machine thoroughly with cold water and a plastic scourer.
 - 2) Remove filter bowl and wash filter screen and bowl under running water.
 - 3) Flush the lines and pump with a large amount of water.
 - 4) Remove nozzle and clean it under running water using a toothbrush.

Council Line Marking

- Council will complete the initial line mark at the start of each season, Summer, and Winter. This will usually occur in the changeover window between seasons.
- It is then Club's responsibility to maintain thereafter.
- Additional line marking requests will incur a fee, per field per line mark, as per Council's [Fees & Charges](#) which can be found on our website.



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- If the above is required by Club's, the schedule form will need to be completed.
- Council will forward the request to the Open Spaces Team who will firstly review the schedule and complete in requested timeframe unless otherwise notified or due to weather conditions.
- The Club will be invoiced by the Bookings Team who will issue the Club with an amended invoice for their booking.

REQUEST FORM			
7 days notice is required. If 7 days is not provided, requests will be denied.			
Council Line Marking <input type="radio"/>	Ordering Paint <input type="radio"/>	Hire Line Making Machine <input type="radio"/>	
Club Name			
Sporting Code			
Sportsground/s & Field/s #			
Person Making Request			
Person Picking Up & Mobile <i>Paint and Hire of Machine only.</i>			
Pick Up Date & Time			
Pick Up Location	Auburn Depot <input type="radio"/>	Guildford Depot <input type="radio"/> <i>Line Marker only</i>	
Paint Colour <i>Ordering Paint only Max 2 Tubs per colour per request</i>	Black <input type="radio"/>	White <input type="radio"/>	Red <input type="radio"/>
Schedule for Council <i>Required for ongoing Line Marking Fees will be incurred as noted above per field per line mark.</i>	Yes <input type="radio"/>		No <input type="radio"/> <i>Request will be denied</i>

SCHEDULE

For Ongoing Paint requests:

Example

Sportsground	Field	Date Required By	Completed <i>Council Use</i>
Bathurst Street	1	24 May, 7 June, 21 June	
Phillips Park	1, 2 & 3	24 May	

Club Form

Sportsground	Field	Date Required By	Completed <i>Council Use</i>