

WARILLA/BARRACK POINT SLSC INC



HIRE of SURF CLUB HALL – CONDITIONS of Hire

This form is to be completed and person hiring facility to be given a copy – also a copy to be left with the bar staff

Hall Hire Payments may be paid in advance to Bendigo Bank - BSB 633-000 A/C 111396784 – Ref: Name Hall Hire

Warilla Surf Club will supply a Key/Fob for a cost of \$50 which is a deposit & refundable when key/fob is returned.

1. A charge of **\$400** to be paid for hire of the hall, with a further **\$200** being paid as bond money which will be refunded subject to the conditions of hall hire. A deposit of **\$50** to be paid on confirmation of booking and balance, including bond money, to be paid prior to date of function.
2. Any damages to Club premises or equipment to be paid for, damages to be assessed by Club representative & Hirer or representative.
3. **Music (NO BANDS) discos, music machines etc.) to cease at 11.00 p.m., music. The Bar will be closed at 11pm. Hirer to ensure all personal are out of building by 11.30pm, failure to comply may result in loss of bond money.**
4. Doors facing to the West are to remain closed so as to minimise noise to residents opposite the Surf Club after 8.00pm. Can still be used in event of an emergency
5. No persons to be standing around, drinking in front of the clubhouse, (Osborne Parade) after 8.00pm.
6. Guests attending the function are requested to use the car park for parking and must exit by the rear doors which face East towards the Ocean.
7. Surf Club members (*as bar staff*) will be present at all functions. These members will be responsible for ensuring all conditions are adhered to.
8. Surf Club premises to be left tidy (hall, toilets, etc.) and must be cleaned by 11.00 a.m. the following day or as agreed between the Hirer and club representative with all rubbish and decorations removed. If professional cleaning is required, this will be deducted from the bond money. **\$150**
9. The Club house to be inspected by Club representative before a refund of the bond money will be made.
10. Warilla/Barrack Point Surf Life Saving Club is a smoke free zone – **NO SMOKING IS PERMITTED IN ANY AREA INSIDE THE CLUB HOUSE OR ADJACENT TO EXIT DOORS**
11. Failure to abide by ANY of the above rules and conditions may result in either total or partial forfeit of bond money.
12. Security access details will be provided once final payment has been made
13. **All areas of the hall/bar are under CCTV surveillance**

NOTE: All bookings must be confirmed and all money paid before arrangements can be made for the key/Fob to be picked up.

I, the undersigned, certify that I have read the above rules and conditions and agree to abide by the conditions of hire, also I will accept full responsibility for the conduct of the guests at the function.

SIGNED:

NAME: (Please Print) ADDRESS:

..... Tel/Mobile No.....

DATE OF FUNCTION:

TYPE OF FUNCTION:

EXPECTED NUMBER OF GUESTS:

WILL CATERERS BE USED, IF SO WHO AND WHAT TIME:

Type of catering e.g. Spit roast or Finger food – (WBPSLSC does not have commercial kitchen)

IDENTIFICATION SIGHTED: Drivers Licence/Credit Card/Other (Please Circle)

SIGNATURE OF CLUB BOOKING OFFICER:

SIGNATURE OF HIRER.....

DATE SIGNED:

Club Bank details

Warilla Barrack Point SLSC
(Bendigo Bank)
BSB 633-000
A/C 111396784

Please note your name and “function”