



CARRUM BOWLING CLUB

Booking Request: Hall Hire

NAME	
ADDRESS	
PHONE	MOBILE
EMAIL	

FUNCTION DATE:	
SET UP FROM:	QUESTS ARRIVE:
QUESTS LEAVE:	PACK DOWN TILL:

NUMBER OF PARTICIPANTS:	FUNCTION TYPE:
BAR REQUIREMENT (please circle)	Run a tab Pay as you go

FUNCTION OPTIONS *(rates include GST)*

Please tick	OPTION	PRICING <i>Rates valid until 30 June 2024</i>
	Hall Hire Day: Monday to Friday until 5PM	\$55 per hour Minimum of four hours
	Hall Hire Day: Weekend/public holidays until 5PM	\$82.50 per hour Minimum of four hours
	Hall Hire ALL DAY 10am to midnight	\$1,650
	Hall Hire Evening: Monday to Thursday 5PM to 11PM	\$770 Includes bar staff from 7PM to midnight*
	Hall Hire Evening: Friday, Saturday, Sunday and public holidays 5PM to midnight	\$990 Includes bar staff from 7PM to midnight*

MANDATORY COSTS

Deposit	50% of room hire, payable at time of booking
Cleaning fee** <i>(includes GST)</i>	\$165
Security Bond (refundable) <i>(GST Free)</i>	\$600

*** Evening rates include two bar staff for five hours. Additional time for staff will be charged at \$45 per hour per staff member. The Bar closes at 11PM Monday to Thursday and 11:30PM Friday, Saturday and Sunday evenings**

**** Cleaning is done by a qualified contractor to COVID Safe standards**

REFUND OF THE SECURITY BOND/DEPOSIT

- An Authorised Officer shall report to Management any defects contrary to the conditions of hire, immediately after the function
- Management shall, within fourteen (14) days of the function, refund to the Hirer the Security Bond, less any charges deducted for any defects found
- If any deductions are made from the Bond, Management shall inform the Hirer the reason for the deduction

REFUND OF DEPOSIT

- The Deposit is non-refundable if function is cancelled within one month of booked date

BANK DETAILS FOR BOND REFUND

ACCOUNT NAME _____

BSB _____

ACCOUNT NUMBER _____

CLUB ROOM AND HALL HIRE CONDITIONS

- The hire of the Carrum Bowling Club Inc Club Rooms or Hall, or any part thereof, shall be subject to these Conditions of Hire or any other terms and conditions specified in writing by the Committee of Management
- It is the responsibility of the Hirer to ensure that no lotteries, gaming or betting takes place in any part of the club
- It is the responsibility of the Hirer to see that children attending are adequately supervised at all times

BAR FACILITY AND LIQUOR LICENCE

- **ALCOHOL (SEALED OR UNSEALED) MUST NOT BE TAKEN FROM OR BROUGHT ON TO THE PREMISES AT ANY TIME.**
- The Club Room, and its alfresco area, as well as the Hall and its balcony, are licenced
- The Carrum Bowling Club bar dispenses a range of beer, wine, mixed drinks, juices and soft drink
- The bar will close half an hour prior to the function end time
- Liquor licencing rules apply
- Only people over the age of 18 years are permitted to consume alcohol. Proof of age must be presented on request. The Club practices Responsible Service of Alcohol and has the right to refuse the sale or consumption of alcohol to / by any intoxicated person, at the discretion of bar personnel or Club official
- All children under 18 years of age still in attendance after 10pm, must remain under parental supervision and control at all times

CLEANLINESS OF THE CLUB ROOM / HALL

- The Hirer is responsible for ensuring that the room is left clean and tidy
- All rubbish from the function must be removed from the Club by the Hirer
- Tables are to be wiped clean

- If the Hirer has not completely vacated the building, including removing decorations, rubbish, patrons and entertainment by midnight, \$100 will be deducted from the security bond
- Hirers and their caterers are fully responsible for cleaning the ovens, microwave and pie warmer inside and out after use. Failure to do so will mean a portion of your bond will be withheld

DECORATIONS AND FITTINGS

- The use and erection of all decorations, fittings and equipment must be approved by the Authorised Officer (small decorative sprinkles / glitters, stars etc. are PROHIBITED)
- The use of tapes, adhesive or fasteners for attaching items to the wall or ceilings of any kind are prohibited
- All decorations must be removed from the room

MUSIC TIME LIMITS

In relation to music, in order to comply with Council requirements, the following time limits are to be strictly observed:

- Monday to Thursday: 10 pm
- Friday and Saturday: 11:30pm
- Sunday and public holidays: 11pm

LIMITS OF HIRING

- The club, or its representatives, reserves the right to close an event down if the behaviour of guests is deemed to be inappropriate in any way
- The hirer shall be responsible for supervising the departure of those attending the function in an orderly and quite manner, showing respect for our neighbours
- The hirer shall use the Club Room and Hall for the purpose specified at the time of booking and shall not assign or transfer their right to use the Club Room and / or Hall to any other person or organisation without the consent of Management or Authorised Officer
- A member of the Committee of Management or Authorised Officer shall at all times be entitled to free access to any part of the Club Rooms and Hall to oversee function for correct behaviour
- The hirer should ensure that all contractors have their own Public Liability insurances e.g. Caterers, Live Bands, Solo Performers etc.
- The hirer accepts that members of the club may require access to the change rooms and attached toilets during the hire times. The Hirer is to allow this access

PERFORMING RIGHTS

- The Hirer shall obtain all necessary consents and licences before producing or performing any dramatic or musical entertainment or conducting any other activity which is subject to copyright
- The Hirer shall also indemnify the Club or its Officers against any claim arising in respect of any breach of copyright or infringement of any other form of intellectual property

RESTRICTIONS

The Club Room and Hall are **NOT** available for hire for 16 to 24 year old birthday parties

SMOKING

Carrum Bowling Club is a non-smoking venue. Smoking is banned from all parts of the building including alfresco area and breezeways.

DISPUTES

In the event on any dispute or difference arising from the interpretation of these rates, terms and conditions, or of any matter contained therein, the decision of the Committee of Management shall be final and conclusive.

COVID SAFE

Carrum Bowling Club strictly adheres to Government guidelines and restrictions as and when they are in effect. Please contact the club to discuss arrangements for your event.

ACCEPTANCE OF TERMS, RATES AND CONDITIONS

I acknowledge I have read and understand all of the terms and conditions of Barefoot Bowls, Club Room Hire and Hall Hire.

As the person hiring the Carrum Bowling Club Inc, I agree to be bound by these Terms and Conditions and I further agree to accept that any breach of these conditions may result in the cancellation of the booking, termination of function and forfeiture of all or part of the security bond and / or deposit.

In addition, the signatory signs this indemnity to hold harmless Carrum Bowling Club Inc from and against all actions, costs, claims, charges, expenses and damages that may be brought against them arising out of, or in relation to, the hire of the Carrum Bowling Club facilities.

NAME

SIGNATURE OF HIRER

DATE
