



Clovelly Bowling and Recreation Club

Address all correspondence to:

Hon. Secretary,
Clovelly Bowling and Recreation Club Ltd.
P.O. Box 2103,
Clovelly West
NSW 2031

ABN 23 000 064 193

Ph. 9665 1507,
Fax. 9315 7212

Web: www.clovellybowlingclub.com.au
Email: clobowinfo.club@bigpond.com

CONDITIONS OF HIRE OF AUDITORIUM

1. Hirer must be a member of the Club. Bookings will only be accepted with the relevant deposit, completed application form and Membership. Non-Bowling Membership is \$11.00 annually.

All auditorium function bookings are for a maximum of 6 hours – any hours beyond those six will be charged at \$100.00 per hour.

	Hire cost (\$) (GST inclusive)	<u>DEPOSIT</u>			Access time on day of function	Cease of bar trading	Close of club
		Booking fee (\$) (non refundable, but transferable)	+ Cleaning/ breakage bond (\$) (refundable)	= Total			
Weekdays (Mon. to Fri.)	330.00	100.00	+ 50.00	= 150.00	After 9.00 am	n.a.	n.a.
Weeknights (Mon. to Thurs.)	330.00	100.00	+ 50.00	= 150.00	After 3.30 pm	9.30 pm	10.00 pm (under security)
Friday nights	550.00	200.00	+ 100.00	= 300.00	After 9.00 am	12.00 pm i.e midnight – no exceptions	12.30 am (under security)
Saturdays (day or night)	880.00	400.00	+ 200.00	= 600.00	After 9.00 am	12.00 pm i.e midnight – no exceptions	12.30 am (under security)
Sundays – only after 3.30 pm	550.00	200.00	+ 100.00	= 300.00	After 3.30 pm	9.30 pm	10.00 pm (under security)
Public holidays	By negotiation						

2. 60 to 80 is the normal minimum number for the size of the auditorium, but there is seating for up to 150 maximum.

3. All packaged drinks (alcoholic and non-alcoholic) must be purchased from the bar at function prices, and cannot under any circumstances be brought into the club from outside sources.

4. Catering is to be arranged by the hirer. The caterer may have use of the kitchen's facilities. If hirer is supplying their own drinks waiter(s), copies of the waiter(s) RSA's and photo ID's have to be produced.

5. Decorations: No adhesives to be attached to the painted walls or to painted ceilings, all balloons must be anchored (n.b. if balloons are not anchored, ceiling fans cannot be turned on). Fire regulations require that candles be enclosed in glass votives. Confetti, glitter or petals are **NOT** permitted in the clubhouse.

6. Tablecloths, chair covers and any props must be removed from the clubhouse after the function. All auditorium furniture must be returned to their original position and arrangement (refer diagram overleaf).

7. The balance of any hire cost plus the bar bill must be **paid for immediately after the event** unless a written arrangement stating the maximum amount of credit required is agreed to prior to the event. An ATM is available (\$500 limit). Payments may be made in either by cash, cheque, EFTPOS, or credit card (Visa, Bankcard, Mastercard only). Refunds are not available until at least 24 hours after a function.

8. All guests must comply with the Club's sign-in procedure.

9. Hirers are advised that there have been delays in taxis attending the Club for fares after midnight.



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APPLICATION FOR HIRE OF AUDITORIUM

Total costs as per 'table of hire' costs: \$ Deposit paid: \$

Name of hirer:

Address:

.....Post Code:

Telephone – Home: Mobile:

Date of function:Set-up time:Start time:.....Finish time:.....

Type of function:
(Not available for 21st birthdays or younger)

Approximate number of guests:

Guests to pay for own drinks.....yes / no If no approximate value of dry till \$.....

All drinks are to be purchased from the Club bar – no alcohol or other packaged beverages are to be brought in! (Tea/coffee are allowed)

Wine selection for tables (from the Club's wine list only!):

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Catering to be arranged by hirer – please advise catering details:

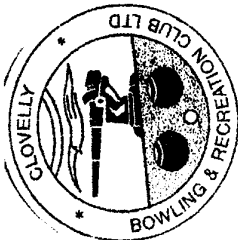
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I have read, and I agree to, the conditions of hire of the auditorium. I understand that the rest of the Club is still open to Members and their guests.

Signature: Date:

(Please confirm your booking one month prior to function)

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