

Clovelly Bowling and Recreation Club

Address all correspondence to:

Secretary Manager
Clovelly Bowling and Recreation Club Ltd.
1 Ocean St, Clovelly 2031

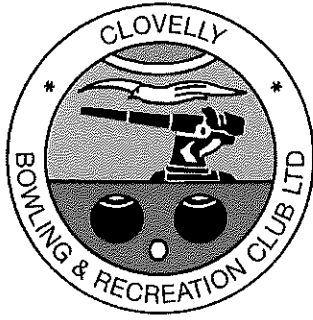
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CONDITIONS OF HIRE OF AUDITORIUM

Security may be required for weekday functions exceeding 50 people and if so, will be organized by Clovelly Bowling Club. Additional costs for security are to be met by the hirer at \$65 per hour including GST for a minimum of 4 hours.

Bookings will only be confirmed with the relevant deposit.

All auditorium function bookings are for a maximum of five (5) hours – the cost of any hours beyond five will be negotiated.

All bookings include use of A-V Equipment, use of furniture and facilities, staff, and cleaning.

Day	Hire Cost (\$ GST inclusive)	DEPOSIT (Non-refundable but transferable)	Access time	Cease trading	Close of premises
Weekdays Mon – Thurs	\$1000	\$500.00	10.00 am	N/A	N/A
Weeknights Mon-Thur	\$1000	\$500.00	2.00pm	Last Call 9.15pm Bar Close 9.30pm Music Cease 9.30pm	Club 10.00pm Car Park 10.30pm
Friday Day or Night (includes extra Staff/Security if required)	\$2500	\$1250	2.00pm	Last Call 10.45pm Bar Close 11.00pm Music Cease 11.15pm	Club 12 Midnight Car Park 12.30am
Saturday Day or Night (includes extra Staff/Security if required)	\$2500	\$1250	10.00am	Last Call 10.45pm Bar Close 11.00pm Music Cease 11.15pm	Club Midnight Car Park 12.30am
Sundays (includes extra Staff/Security if required)	\$2500	\$1250	10.00am	Last Call 9.15pm Bar Close 9.30pm Music Cease 9.30pm	Club 10.00pm Car Park 10.30pm
Public Holidays	By Negotiation			Last Call 9.15pm Bar Close 9.30pm Music Cease 9.30pm	Club 10.00pm Car Park 10.30pm

1. Should breakages or damages occur to any of the club's furniture or fittings an additional fee will be charged.
2. The Club's function room is licensed for 100 guests.

3. All packaged drinks (alcoholic and non-alcoholic) must be purchased from the bar at function prices and cannot be brought into the Club from outside sources unless corkage rates are approved by Directors in advance.
6. Catering is to be arranged by the Hirer. The caterer may have use of the Club' kitchen facilities provided they leave the kitchen in a clean and tidy condition. If the hirer is supplying their own drink waiter(s), copies of the waiters RSA and Photo I/D have to be produced before the function commences. The Club also requires all caterers to produce a Food and Safety Supervisor Certificate prior to the commencement of the function.
7. Decorations: No adhesives to be attached to the painted walls or to painted ceilings, all balloons must be anchored (NB: 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.
8. 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).
9. 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 by cash, EFTPOS, or credit card (Visa, American Express, and MasterCard only), bank fees may apply. Please note no cash can be given out from a credit card. Refunds are not available until at least 24 hours after a function.
10. All guests must comply with the Club's sign-in procedure.
11. Hirers are advised that there have been delays in taxis attending the Club for fares after midnight.
12. The Club licence has Noise Restrictions on it. Please refer to our noise abatement procedures.
13. The Club only allows birthday parties for those over 21 years of age. Due to Responsible Service of Alcohol regulations the Club cannot host children's parties.
14. **DISABLED FACILITIES:** The club has disabled toilet facilities and wheelchair access is available.
15. **PARKING:** The club has limited parking spots immediately outside the club. The council has a small area on the top level near Ocean Street. However, there is plenty of parking available in nearby Ocean and Boundary Streets. Please note that on weekends parking is in high demand.

Board of Directors
November 2023