

TERMS & CONDITIONS OF HALL HIRE

Fees

- \$650.00** Hall Hire
- \$200.00** Deposit required at time of booking and is non-refundable should the function be cancelled and an alternate date not booked – remainder of the hall hire should be paid two weeks prior to function
- \$500.00** Security bond is payable on the day of key collection prior to accessing the hall area.

Note: No bookings will be accepted for 18th – 20th birthday parties, dance parties or school formals.

Access

Access will be available to the Hirer from 10.00am on the day of the function and must be vacated at 1am. Please consider the Clubhouse neighbours and leave quickly and quietly.

Music

Due to noise restrictions in the area, music must cease at midnight on Saturday and Friday evenings and 10pm all other days.

Alcohol

Alcohol is to be consumed in the Hall area only. Alcohol **must not** be sold in the Club or hall area except with a current licence. Alcohol **must not** be served or supplied to persons under the age of 18 years of age.

Cleaning

Before vacating the premises at 1am, the following must be completed.

Hall Area

- Tables to be clean & stacked in cupboard
- Chairs to be stacked no more than 5 high
- Floors swept and mopped
- Windows, walls and ceiling free of decorations
- Carpet vacuumed

Kitchen

- Rubbish removed
- Floors swept and mopped
- Benches wiped
- Microwave wiped out
- Oven and stove wiped over
- Refrigerator empty and wiped out

Toilets

- Rubbish, toilet paper or other on floors and benches removed

Rubbish

- No rubbish is to be left inside the hall. Wheelie Bins provided at bottom of stairs

Non-Compliance

Security Bond will not be refunded if:

- | | |
|-------------------------------------------------------------------------|-------------------|
| • Seal broken on fire fighting equipment (per seal) | \$150.00 |
| • Consuming alcohol outside the licensed area (Main Hall Only) | \$200.00 |
| • Hall not vacated by 1am or music not stopped by midnight | \$200.00 |
| • Damage to the floors (scratches, excessive food or beverage spillage) | \$150.00 |
| • Damage to table (bent legs especially) | \$100.00 |
| • Carpet needs to be spot cleaned due to any spillage | \$TBA |
| • Damage to the premises (inside or out) | Cost of repairer |
| • Hall left in an unacceptable conditions | Club's discretion |

I have read and understood my duties and responsibilities (as stated above) as hirer of the hall. I am aware that this agreement does not give me exclusive use of the whole clubhouse and surrounds and there may be may be a separate function in the club member's area at the same time. Please have this form returned to P.O. Box 100, Narrabeen NSW 2101 with Hall Hire Security Deposit and remainder of Hall Hire costs two weeks prior to booking.

NAME: _____ SIGNED: _____ DATE: _____