



EVENTS - TERMS AND CONDITIONS

Thank you for choosing Waratah Golf Club as host to your upcoming event. It is our aim to ensure that your Event is held within an environment that shall be suitable and welcoming to your needs. We as a club are committed to providing a safe and compliant space in order to deliver your event. Should further clarification relating to the Terms and Conditions be required, please feel free to contact our Events Co-Ordinator by calling 02 49581847 or via email at functions@waratahgolfclub.com.au

1. Venue Hire

- a) Venue Hire for all Events that fall outside of Waratah Golf Club's Standard Trading Hours shall incur a **\$200** Venue Hiring Fee.
- b) A functions security (Bond) deposit of **\$200** dollars is required at the time of Booking. This will be refunded during the week after the function when;
- It has been confirmed no damages have occurred
 - A breach order under the Registered Club Act hasn't occurred
 - There are no outstanding accounts payable
 - All Terms and Conditions of this contract have been followed and adhered to
- c) An excess cleaning fee of **\$200** will apply if cleaning beyond reasonable normal standards is required (i.e. steam cleaning of carpets, removal of stains from walls).
- d) A **\$150** Surcharge for any Event held on a Sunday shall apply.
- e) A **\$250** Surcharge for any Event held on a Public Holiday shall apply.
- f) A minimum number of fifty (50) attendees is required at the time of booking for events after 6pm. Should numbers not reach the 50 attendees required to host an event;
- g) A minimum food charge of \$500 for the Event applies

2. Deposit, Confirmation & Payment

To confirm and secure your event, this signed Terms and Conditions Agreement must be emailed back to accounts@waratahgolfclub.com.au and functions@waratahgolfclub.com.au along with;

Payment is to accompany this Agreement for both the Venue Hiring Fee (**\$200**) and the Security Bond Deposit (**\$200**). This can be processed at Waratah Golf Club's Administration Department or alternatively by Credit Card over the phone by calling 02 49581847 during office hours (Mon-Fri)

Payments must be made by cash, credit card, EFTPOS, bank cheque or EFT into the Clubs bank account. (Amex & Diners not accepted)

All credit cards used to hold a bar tab are to remain in the possession of Waratah Golf Club until the bar account is paid in full.

3. Cancellation

The following conditions will apply to any cancelled bookings:

- a) All cancellations must be in writing.
- b) Provided one (1) month notice is given, the full security deposit will be refunded.
- c) If less than one (1) month notice is given and the room is not re-booked, the refundable deposit is forfeited.

4. Catering

The club's caterers have exclusivity to catering on the club's premises. As such, the club does not permit food to be brought onto the premises. Celebration cakes (i.e. wedding, christening, and birthday) may be brought to the premises by arrangement.

Confirmation of final numbers and menu selections are required **Fourteen (14)** days prior to the Function date.

Full payment of all Catered Food is required **Fourteen (14)** days prior to the Function.

5. Music and Entertainment

The Hirer is responsible for the hiring and payment of all entertainment.

Music must be kept to a reasonable level at all times and this will be monitored by event staff. All music is to cease at no later than **11:00pm**. A copy of the entertainers' liability insurance certificate must be forwarded to the club with in seven (7) days of the event.

6. Safety & Security

The Club accepts **No Responsibility** for loss or damage to any property brought onto the WGC premises.

The Hirer must understand that participating in room preparation/decoration of the hired premises is to be done so at their own risk.

Any physical injuries sustained are of **NO** liability to The Club. The hirer forfeits all rights to make any claims against The Club or any of its employees for any physical injuries or damages that may occur on the premises.

7. Damages

The hires is financially liable for any damage to WGC property, fixtures or fittings through their own or their guests actions. The Club presents its facilities and equipment in a good state of repair to the hirer. The Club reserves the right to seek compensation from the hirer for any damage caused to the venue occurring as a direct result of misuse of the club's facilities by the hirer or their guests.

8. Licence Restrictions

The Registered Clubs Act requires that all persons entering the premises **MUST** sign-in to the club.

Proof of age and residential address is required for entry (i.e. drivers licence, proof of age card, passport).

Persons residing outside a 5km radius of the club may sign in as a visitor. Persons residing inside a 5km radius of the club must be signed in by a member or join as a social member

Minors **must** remain in the immediate presence of their parent or legal guardian **At All Times** whilst on the club's premises. Patrons under the age of 18 must be off the premises by 10pm

Final service will be called at **11:10pm** with the last drink sold at **11:15pm**

18th and 21st Birthday Events are only permitted when booked by golfing members of Waratah Golf Club.

9. Dress Regulations

Dress regulations apply at all times. Singlets, stubbie shorts, work clothing and offensive clothing are not permitted. Interpretation of Club dress rules will be at the discretion of Waratah Golf Club Management.

I have read and accepted and agree to the conditions above:

Event Date:	
Event Type:	
Name:	
Signature:	
Date:	