



Venue Hire (Functions and Events) Agreement

Updated Aug 2023 General terms and conditions

The following terms and conditions apply to all organised events, bookings and activities that involve the use of the Club's function rooms or any of its facilities.

"Function" and "Event" refer to any party, reception or other organized activity that involves the use of the Club's function rooms or any of its facilities.

Function and Event Bookings

For same day bookings, please ring the club directly on 02 6295 2508.

For all other enquires please complete the booking form via our website.

A booking must be secured by:

- (a) a deposit of 20% of the function costs; or:
- (b) Another amount determined by the club in line with the function requirements.

A booking is considered confirmed only when the Club receives:

- (a) payment of the deposit, and
- (b) a signed copy of these terms and conditions. This agreement must be signed by the hirer/event organiser who shall be the person(s) responsible for running the event.

The function or event fee will be determined by the Club depending on the inclusions and number of persons attending.

Standard Pricing

Barefoot Bowls - \$20 per person for 2 hours. Bowls supplied plus short tuition.

For availability of Food, Beverage and Bowls packages please contact the club.

Venue Hire – From \$500 depending on requirements.

Note, exclusive venue hire commences after our normal closing time.



Bond

Where the club determines a bond is necessary:

The bond, or any applicable part of it, will be refunded to the event organiser within 10 working days after the Club has conducted an inspection and is satisfied that:

- (a) no damage has occurred to the Club's premises or property, or
- (b) where damage has occurred - any necessary deductions have been made; and
- (c) no disturbances or anti-social behavior occurred from attendees/organisers of the function that may cause the club to incur additional costs of any nature.

Cancellations

For cancellations made up to 14 days prior to your event 100% of your deposit will be refunded.

For cancellations made less than 14 days prior to the function date, the deposit will be retained for 6 months and can be redeemed a drink voucher and/or barefoot bowls function. If not redeemed within the 6 month period, the deposit will be forfeited.

Supervision of children

Children must be supervised by a parent or guardian at all times. Children under 6 years of age are not permitted on the bowling greens.

Additional Conditions for Barefoot Bowling

Bookings

Barefoot Bowling bookings at the Club can be made online by the event organiser. A booking must be secured by a deposit payable up to 2 weeks prior to the event date, and a booking is considered confirmed when agreed upon by the organiser and the club, then payment has been received by the Club.

The full balance must be paid prior to the commencement of the booking before participants are granted access to the bowling green.



Cancellation of Barefoot Bowling by the Club

Where a Barefoot Bowls booking cannot go ahead due to weather, or for any other reason beyond the Club and organiser's control, the Club will allow the deposit to be used within 6 months of the original function date.

Barefoot Bowling Game Schedule

Booking times are strict.

Late arrivals will result in lost time of the booking. The event organiser is responsible for ensuring that all participants vacate the bowling green at the nominated completion time or risk forfeiting the greens bond.

Security

The Club may determine, at its discretion, that an event is high-risk and may engage a licenced Security Company at the function organiser's own cost.

Where security is required, the function organiser must no less than four (4) days prior to the date of the function booking supply to the Club a copy of the complete guest list.

Security contractor will be permitted to remove individuals from the function, shut down the event and/or call the police for any incidents of anti-social or illegal behaviour.

Liability

The Club accepts no liability for the property of the function organiser, function guests or any other person. The Club accepts no liability for death, personal injury, damage or loss of property or financial loss arising out of or in connection with the function or the use of the Club's premises, facilities and/or grounds for the purpose of the function.

The function organiser is required to leave the Club's premises, facilities and grounds in the same condition and repair as at the commencement of the function. If the premises, facilities and/or grounds are not left in the same condition or are damaged in any way whatsoever by the function organiser, function guests or associated third-parties, the function organiser shall be liable to pay the cost of restoring the premises, facilities and/or grounds to their pre-function condition provided that the damage is not caused by an Act of God.



Indemnity

The function organiser shall indemnify and keep indemnified the Club, its staff and its agents against all actions, suits claims and demands which may be made by any person for damages for death, personal injury, damage or loss of property or financial loss arising out of or in connection with the use of the Club's premises and/or facilities, including legal costs of any such actions, suits, claims and demands, except to the extent that any death, personal injury, damage or loss of property or financial loss was caused by the negligent or unlawful act or default of the Club.

Use of third parties

Where the Club permits, the function organiser can outsource third-party services, the function organiser is responsible for this third-party arrangement and must ensure the third party is not present outside of their agreed upon function time. If the Club permits the use of the Club's kitchen facilities for external catering, the function organiser is responsible for ensuring the cleaning of these facilities unless otherwise arranged with the Club.

Failure to ensure cleaning of the facilities will incur a deduction from the bond to cover the Club's cost of hiring cleaners.

Patrons must not at any point bring external beverages onto the premises, this includes non alcoholic beverages, as BYO is accepted for food only.

The Club will not be liable for any loss or damage sustained by the function organiser or any person, firm or corporation entrusting to or supplying any article or service to the function organiser. The function organiser shall indemnify the Club against any claim by any such person, firm, or corporation.



The Club reserves the right to require persons to leave or to deny entry to any person who does not adhere to these Terms and Conditions or the rules of the Club.

By booking with us, you are acknowledging that you and your guests understand and will comply with the Terms and Conditions above.

Confirmation and Acceptance

By signing below, the event organiser acknowledges that they:

1. Have read the terms and conditions of the Canberra Bowling Club Venue Hire (Functions and Event) Agreement;
2. Agree to abide by the terms and conditions of the Canberra Bowling Club Venue Hire (Functions and Event) Agreement;
3. Are aware of the cancellation policy outlined in Canberra Bowling Club Venue Hire (Functions and Event) Agreement

Name of Event Organiser	
Signature of Event Organiser	
Date:	