

Valentine Bowling Club



*The Wedding and
Function Venue
with
Lake Views*

Valentine Bowling Club

17a Valentine Crescent

Valentine NSW 2280

Ph 49 467232

www.valentinebc.com.au

Terms and Conditions

Valentine Bowling Club Co-op Limited

1. **Deposit/Room Hire** – Deposit is to be made at time of the booking,(\$500 for Platinum, Gold and Silver Wedding packages, \$750 Cocktail Wedding packages and \$500 for all other functions, includes bond of \$250) A signed copy of these Terms and Conditions must be returned to the Function Co-ordinator. Cancellation of the event within 180 days will incur a fee of 50% of room hire, within 90 days will incur a fee of 100% of room hire.
2. **Bond-** The \$250 bond will be held to cover any damages that may occur and will be refunded in full by cheque, posted to you 14 days (14) business days after function date if no adjustments are necessary.
3. **Pricing** – Every effort is made to maintain the price quoted at the time of the booking; however prices are subject to change without notice. Pricings are inclusive of GST and are also subject to annual CPI increases.
4. **Minimum numbers** –Our Platinum and Gold wedding packages are based on a minimum of 100 guests. Package prices will be adjusted accordingly should you have less than 100. The Silver Package and Finger Food functions have a minimum of 50 guests. You will be charged for the minimum in the event that your numbers fall below this amount.
5. **Final Payment** – Full payment of account is required 10 days prior to your function. Additional liquor accounts are to be settled in full upon completion of your function. Payment can be made by bank cheque, credit card, direct bank transfer or cash.
6. **Confirmed Final Numbers** – Confirmed final number of guests attending is required 10 days prior to your function. This number will be regarded as the final number for catering purposes and you will be charged accordingly, even if fewer guests attend the event. Addition of extra guests attending after this time will need to be paid for before the event.
7. **Menu Selection** – Final selection must be made 10 days prior to your function. Alternative menu requests are available to suit special dietary requirements, providing sufficient notice is given. Valentine Bowling Club prohibits food or beverages being brought onto the premises with the exception of celebration cakes etc. Please note that food items for function menus are not generally stocked, and therefore any late cancellations may still incur original charge. All menu items are subject to availability, every effort will be made to provide original request and consultation given whenever possible.
8. **Public Holidays-** Functions held on a public holiday will be subject to additional charges.
9. **Responsible Service of Alcohol-** Due to licensing laws no liquor can be brought onto the premises by any guest at any function. Special requests must be organised and approved prior to event. Valentine Bowling Club enforces the *Responsible Service of Alcohol* and Responsible Gaming Laws. Liquor Licensing Laws prohibit the supply of alcohol to persons under the age of (18) years, breaches of this regulation may result in eviction from the premises or termination of the function.
10. **The Management of Valentine Bowling Club reserves the right to** refuse service and remove from the premises any person who is believed to be intoxicated, and/or terminate the function if guests do not comply with the clubs responsible service of alcohol policy.

11. **Smoking Policy** – Smoking is not permitted inside the premises, including the function room.
12. **Children** – Children are welcome to attend your function. Please note that children must be supervised by an adult and stay inside the function room at all times.
13. **18th Birthdays** – Please note that Valentine Bowling Club does not permit 18th Birthday's to be held at our venue.
14. **21st Birthdays** – 21st Birthdays' may be held at the Club's discretion. \$250 room hires \$250 Bond, The club also requires a security guard /guards for the function depending on numbers. This cost for security will be the client's responsibility.
15. **Additional items** – It is the responsibility of the client to place any additional items in the function room such as place cards, favors, decorations, seating plan, flowers etc.
16. **Trading Hours** – The function room is available during the clubs ordinary trading hours with no extensions permitted.
17. **Membership** – Valentine Bowling Club enforces the 5km radius rule, non members are required to sign in, and in the event that the guest resides within the 5km radius that guest must be signed in by a member. Please note this is to comply with State Government Legislation.
18. **Damage or Loss** – All care will be taken, however Valentine Bowling Club accepts no responsibility for damage or loss of personal belongings or equipment during your function. The client will be financially liable for any damage sustained to or items stolen from Valentine Bowling Club property whether through their own action or through the action of their guests or appointed contractors. Should any damages occur your \$250 bond may be forfeited. Additional charges may be incurred for substantial damage.
19. **Bar Wages** – Expenses for bar wages may be incurred for functions other than, Platinum, Gold and Silver Packages.
20. **External Contractors** – Contractors sourced from outside the club must have their own public liability insurance.
21. **Decorations** – The use of cello tape on walls and ceiling, any form of pin/tacs/nails is not permitted, the use of confetti(this includes metallic confetti's or scatters), and rice is also prohibited and a cleaning fee of \$100 will apply if this request is ignored. All helium balloons must be tied down. All candle flames must be enclosed.
22. All Gifts, Decorations etc that you bring in are to be taken home with you after the function has ceased.

Valentine Bowling Club reserves the right to decline or cancel any booking

Type of Function _____ Date of Function _____

Name _____ Phone _____

Address _____

Deposit Paid \$ _____ Cash / Cheque / Eftpos

Acceptance of conditions – Signature _____ Date _____