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CRONULLA SURF LIFE SAVING CLUB INCORPORATED

Affiliated with:
Surf Life Saving Australia Limited
1654 Sydney Branch Incorporated
#3847

CLUB HOUSE – CRONULLA BEACH
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Purcell Room Venue Hire:

Function / Bar Hire Rates: exclusive use of the Purcell Room and Bar, 2 balconies, furniture, bathrooms and kitchen facilities. C.S.L.S.C. will provide a qualified staff member to serve beverages at the Bar for the duration of your event.

Mon – Thurs (5hr hire)	Room Hire	\$600.00 + gst	**Indicative of type of event
	Staff	\$225.00	
	Cleaning Fee	\$140.00 + gst	
Fri – Sun (5hr hire)	Room Hire	\$700.00 + gst	**Minimum of 2 staff
	Staff	\$245.00	
	Cleaning Fee	\$140.00 +gst	

Room Only Hire Rates: exclusive use of the Purcell Room, 2 balconies, furniture, bathrooms and kitchen facilities.

Mon – Sun	1/2 Day Hire	\$400.00 + gst
	Cleaning Fee	\$140.00 + gst
	Full Day Hire	\$600.00 + gst
	Cleaning Fee	\$140.00 +gst

A non-refundable deposit of 50% of the booking fee is required upon confirmation of your available date and booking form is completed.

The remainder of your booking fee is payable 1 week out from your event date.

Venue Bond: A \$500.00 Bond is required with full payment of venue hire. The Bond is refundable within the following week of your event provided there is no damage to the Purcell Room and its facilities.

All venue hire is subject to availability and must be confirmed by Cronulla Surf Life Saving Clubs the Event team. A Confirmation email will be sent to you once full payment has been received.

Security: A Licensed Security Guard may be required for more than 90 guests and will be discussed with you at the time of booking. This is an additional cost of \$240.00 per guard.

Venue Hire Regulations:

- The failure to disclose all function details will incur the loss of the deposit and immediate termination of the function.
- All balconies to close at 11.00pm.
- Last beverages will be served at 11:15pm
- Guests must vacate by 12:00pm.
- Pack down must be completed by 1:00am or a \$100.00 + gst / per half hour fee will be incurred by the hirer.

Bar Regulations:

- The Purcell Room is a fully licensed venue and therefore **NO** alcohol or drinks are to be brought onto the premises. Failure to comply with these regulations will result in the immediate termination of the function and loss of bond.
- Bar staff (2 minimum) will be provided by the club for the Friday/Saturday night service.
- Drinks will be served as per Club prices.
- A bar tab can be operated to an amount set by you which must be paid 5 days before the event. An eftpos machine will be available on the night if you want to increase the limit.
- Cronulla Surf Life Saving Club reserves the right to follow and abide by the National RSA Laws.

Catering:

- Catering is to be organized by the hirer of the event.
- The Caterer **MUST** provide their own wait, clearing and kitchen staff. **This is not the responsibility of the C.S.L.S.C staff.**
- Kitchen facilities are available; Cronulla Surf Life Saving Club will not be responsible for the service of food, removal of food items, plates and cleaning of tables.
- Kitchen to be left clean and tidy at all times.
- ALL rubbish must be removed.

Entertainment:

- Entertainment is to be provided by the hirer.
- Bands and DJ's are permitted using their own sound system and lighting.
- More than 3 piece bands are not recommended due to sound restrictions.
- No tape or other to be used on the wall or ceiling

Set up and pack down:

- Availability prior to set up is a minimum of 2 hours. Additional time will be authorized if there is no function previous to your event and can be purchased at \$50.00+ gst per hour.
- Open flame (candles) are not allowed inside the venue.
- Please ensure all decorations are free standing as gaffa tape, blu tak and the like will damage the walls resulting in the loss of bond.
- Club signage and photographs are to remain on pace in the walls.
- Pack down must be completed within **1 hour** of the function ending. Additional hire costs - \$100.00 + gst per half hour will be charged in the event of extended departure.
- All decorations, props and equipment to be removed by yourself or the contracted hire company at the end of the function. Equipment is not permitted to be stored in the club overnight.

Alcohol and Decorum:

- Intoxicated persons, minors and those whose behavior is considered by management as disorderly will be refused service and may be removed from the function.
- It is your responsibility to ensure orderly conduct of your guests, especially when leaving the premises.
- Management reserves the right to call police and/or terminate the function, without refund of any monies, should behavior present a problem to guests, staff or neighbor's.
- NO alcohol to be taken off the premises.
- Parents must be present to supervise children less than 18 years of age.
- Cronulla Surf Life Saving Club is obliged to abide by the State Government regulation concerning the responsible serving of alcohol.

Smoking:

- Smoking is **NOT PERMITTED** on these premises – including all balconies as stipulated in the new legislation posted 5th July 2015. **Failure of any guest to abide by these laws will result in the termination of the function.**
- An additional fee of \$150.00+ gst will be incurred should cigarette butts be found on premise's post function.

Payment and Refund Details:

- Payments can be made by credit card to the office at Cronulla Surf Club on 9527 1654 or direct deposit - information listed below.
- A 50% deposit of the total room hire cost is required at the time of booking. Failure to pay could mean the loss of the room to another.
- The remaining balance of the room must be paid 1 week before the event. **Any event that has not paid the remaining balance for their function face having their event cancelled and the deposit will be forfeited.**
- Deposit is refundable, less a \$200.00+gst administration fee if the event is cancelled with more than 28 days notice (in writing or email).
- Total loss of deposit will result if cancellation is **less** than 28 days notice (in writing or email)
- A \$500.00 security bond is required to cover any damage caused. Credit card details will be held.
- Should any damage occur, soiled carpet, breakages, an itemized invoice shall be presented to the hirer for the cost of repair / replacement. The costs will be deducted from the bond money.
- Club members are entitled to a 10% discount to the room hire. Must have been a member for 5 years to be entitled.
- Public Holidays incur a 15% surcharge of the total bill.