



Half Moon Bay Life Saving Club Inc

Function Centre Hire Agreement

Terms referred to in this agreement are as follows:

Venue: "Upstairs Function Room and toilets at Half Moon Bay Surf Life Saving Club"
Club: "Half Moon Bay Surf Life Saving Club, Beach Road, Black Rock"
Hirer: "The person whose name appears on the the Booking Form Request"
Event: "The event details which have been submitted on the Booking Form Request"

1	The Hirer of the Venue confirms that they are over 21 years of age. Please note that 21 st parties are required to provide additional security. We do not take bookings for 18 th Birthday parties.
2	<p>The Hirer agrees that the standard booking length for the Event at the Venue is 5 hours. In addition, the Hirer will be given 2 hours setup time and 1 hour clear up time after the Event as well as one on site meeting with the Function Coordinator prior to the Event.</p> <p>Please note additional charges apply for bookings longer than 5 hours as specified on the booking form. Breaches of the permitted time allowance will result in the loss of your security bond. The Club must be completely vacated by 1AM at the latest.</p>
3	The Hirer agrees to only use the Venue for the purpose and time specified on the booking form at the time of booking.
4	The Hirer acknowledges that for the duration of the Event the other areas of the Club, including Patrol Room, Gym and Storage Areas, are OUT OF BOUNDS to the Hirer and their guests.
5	The Hirer acknowledges that the entire premises of the Club, including the Function Room, Balcony and Toilets, is a NON SMOKING venue.
6	The Hirer agrees that ALL RUBBISH accumulated at the Club during the period of hire, must be removed from the premises by 10AM the following morning. Rubbish should be completely removed and is NOT to be placed in neighbouring commercial bins. Any breach of this agreement will result in the loss of your security bond.
7	Due to local liquor licensing laws, the Hirer agrees that the Event must finish no later than midnight – no alcohol is to be served or consumed past this time.
8	The Hirer acknowledges that bookings are considered tentative until the Club has receipt of the non-refundable deposit as specified on the booking form.



9	<p>The Hirer acknowledges that all outstanding payments and security bond are due one month prior to the booking date. Payment should be transferred to:</p> <p>Account Name: Half Moon Bay Life Saving Club Inc BSB: 633-102 Account Number: 118454222</p> <p>Proof of payment must be sent to functionbookings@halfmoonbayslsc.com.au</p>
10	<p>The Hirer agrees that they shall be liable for any damages to the Club during the period of hire. This includes but is not limited to the Function Room, fixtures and memorabilia, balcony and awnings, commercial kitchen, BBQ, toilets, stairwell and any glass breakages. Any damages must be notified to the Club within 24 hours.</p>
11	<p>The Hirer agrees that they shall not permit, cause or allow any nuisance or disturbance to the general public or local residents during their permitted use of the Venue.</p>
12	<p>The Hirer agrees that they shall comply with the laws of the State of Victoria and Bayside Council during their permitted use of the Venue.</p>
13	<p>The Hirer acknowledges that the Club shall not be held liable for any personal injury, loss or damage (including consequential loss or damage) to the Hirer or any of their guests during the period of hire, however caused.</p>
14	<p>The Hirer agrees that no property of the Club shall be removed from the Venue. This includes but is not limited to remotes, glasses, kitchen utensils, cutlery, crockery, bins, food and drink belonging to the Club.</p>
15	<p>The Hirer agrees that the Venue will be left in a reasonably clean and tidy condition, with all decorations removed. This includes cleaning up any spills and/or glass breakages, checking the toilets, tidying the kitchen and putting things away. A compulsory cleaning fee will be charged as specified on the booking request form. Any excessive cleaning that is deemed to be unreasonable will result in further charges being made.</p>
16	<p>The Hirer acknowledges that cancellation terms of the Event booking are as follows: A full refund less the non-refundable booking deposit will be given for cancellations up to seven days prior to the event. For cancellations less than 7 days prior to the event, no refund will be given.</p>
17	<p>The Hirer acknowledges that the security bond will be refunded in full to the Hirer within 14 days of the event upon satisfactory inspection of the Venue and on condition that there have been no breaches of this agreement. The Hirer will supply their return banking details for this purpose.</p>