



BEACHLANDS BOATING CLUB INC

BBC POLICY ON CLUB HIRE

SCHEDULE OF CHARGES FOR USE OF CLUB ROOMS

- **Hire of Clubrooms** – \$400.00 incl GST for use of the facilities for financial members (minimum membership period of 6 months), payable before function. This is refundable if a cancellation occurs one calendar month before date of hire.
 - If hiring during regular Club opening hours (Sat/Sun 4pm till close), please be aware that members are still entitled to make use of the Club. Exclusive use is only possible for Thursday and Friday evenings, or other times outside regular opening hours (dependent on availability of bar staff & Bar License conditions).
- **Deposit** – A refundable deposit of \$500 incl GST is also required to cover any damage.
 - Grounds for losing bond:
 - physical damage to the Club.
 - **If guests do not leave when asked by bar staff at the required time at the conclusion of the event, this is also grounds for loss of bond. It is the responsibility of the hirer to ensure all guests vacate the premises on time. Even one minute past the appointed time will result in loss of bond.**
- **Hours** – standard hours for functions are from 6pm till 1130pm when bar service concludes. Extended hours may be allowed by prior negotiation. Patrons must be out of the building by 1145pm so the building can be closed by midnight.
- **Volunteer Bar Staff** – cost per bar person is \$30.00 per hour; or if extended hours, as arranged. Two bar staff are required for all functions. Payable on the night of the function – shift covers 30 minutes before function start time, and 30 minutes after event has finished.
- **Extended bar license hours** can be made by special arrangement, but this incurs associated Council costs which would be charged to the hirer.
- **Kitchen** – we have a well-equipped kitchen that is available for food preparation. There is also an outdoor gas BBQ available for use. Also, utensils, plates etc. we have are available for use, but it is the hirer's responsibility to clean up food waste and wash dishes etc. This must be done prior to 10am the following day latest in order to allow time for cleaner prior to opening next day.
- **Furniture** – as well as the bar leaners and stools that furnish the Club, we have approx. 40 chairs, some tables, and trestle tables in storage that are available for use.

- **AV** – we have a Spotify account at the Club you can use; or you can connect to the Stereo system via Bluetooth. There are speakers inside and outside the Club. There is a wireless Mic/P.A. system available. We also have a Chromecast on the main TV so you can display pictures etc. if required.
- **Cleaning fee** - There is a mandatory cleaning fee for all events. The Club will provide its regular cleaner and the cost is \$120 to be paid on the night of the function. The cleaner is not responsible for cleaning kitchen, dishes etc. should food be served at your event.
- **Decorating** – should access for decorating or setting up prior to the event be required, we will do our best to accommodate, providing there are no other events on at the Club. Time and access need to be pre-arranged with the Committee. All decorations must be removed by the hirer prior to midday the following day – access will also be arranged for this purpose. No glitter or confetti like products are permitted.
- **Special requests** – if you have any special requests for alcohol, we can order in for you. Special orders must be advised 1 week prior to event latest. For non-standard products the hirer will be responsible for the cost of any unsold product on the night.
- **Weddings** – the above is not applicable to Weddings. This can be arranged by negotiation on a case-by-case basis however.

TERMS AND CONDITIONS OF HIRE

1. All booking applications must be made via the online booking application form.
2. All applications are subject to approval by the Beachlands Boating Club Committee.
3. Hire charges are to be paid in full at least 1 week prior to the event date.
4. The Duty Bar Manager will expect the full co-operation of all users to ensure that all functions are conducted in a proper and orderly manner and in compliance with all relevant Acts, By-laws and Rules of the Club.
5. Bar tabs can be pre-paid by arrangement in advance, but no casual bar tabs on the night unless paid in full prior to ordering.
6. Maximum number of people in lounge area - 100 (60 seated).
7. Hirers shall take all reasonable precautions to prevent damage to the building. Decorations, scenery etc which is free standing or self supporting will be permitted but must be removed immediately upon close of function.
8. The hirer shall be responsible to prevent any undue noise both in the Club House and its grounds. Decibel noise level control to comply with City Council requirements.
9. The hirer will be liable for any damage to the Clubrooms and its property.
10. No intoxication. Bar staff have the right of refusal to disorderly or intoxicated persons. Anyone arriving at the event intoxicated will be not permitted entry.

11. A security presence may also be required at the Committee's discretion for certain events, and will be provided by the Club at hirer's cost. This can be waived at the Committee's discretion.
12. A Bar Manager must be on duty
13. BYO alcohol is not permitted.
14. Food must be provided to all guests
15. No shots to be served
16. Sober transport must be provided
17. All guests MUST vacate the premises by 1145pm (bar will close at 11.30pm to facilitate this).