

The Entrance Surf Club - Hall Hire Room Rates

WEDDING & FUNCTION RATES

Valid 1st January 2012

	Per Night
Friday	\$1,650.00*
Saturday	\$1,650.00*
Sunday	\$1,650.00*

*GST inclusive

Includes:

Room hire from 9am – 12 midnight, two bar staff (not negotiable) use of bar and kitchen facilities; chairs and tables.

Bond

A minimum bond of \$1,000 is required for all events.

Additional Night Discount

Function organizers requiring access to the hall on the day prior to their function can take advantage of a discount on the second days hire.

eg: Set-up on Friday for your Saturday function for a total cost of only \$2,200.00 (GST Inclusive)



CONFERENCE RATES

Conference rates apply to small business and training groups.

Room Only

Hourly rate	\$132.00*
Minimum hire (3 hrs)	

Additional hour(s) Monday to Thursday	\$55.00*
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*GST Inclusive

Please contact the club for full day hire fees.

COMMUNITY RATES

Community rates apply to non-profit organisations between the hours of Monday to Friday 9.00 am to 5.00 pm.

Please contact the club for hire fees.



ROOM CAPACITY

Total room capacity is comfortable for approx 100 - 110 seated guests, with a maximum of 150 standing guests for cocktail format.

FUNCTION DURATION

- Access to the hall is available from 9 am for function set up.
- All functions to conclude no later than 11.30pm.
- Guests are to vacate the premises no later than 12 midnight.
- All bar services to cease no later than 11.30pm or 15 minutes prior to end of your function.
- All music to cease no later than 11.30pm or 30 minutes prior to end of function.
- Bands who need more than 30 minutes to pack down must finish earlier to allow for the extra time.

BOOKING CONFIRMATION / DEPOSIT

Function dates are not confirmed until the booking sheet has been returned and the deposit amount of \$330.00 has been paid.

This amount is not refundable.

BAR SERVICES

- The hall has bar facilities to serve alcohol and soft drinks (canned or bottled).
- Includes bar area with sink and 3 x double glass-door fridges, ice maker and glass washer.
- On-tap facilities are not available.
- All patrons must strictly adhere to all relevant Service of Alcohol Legislation.

KITCHEN FACILITIES

- The hall has kitchen facilities available for self-catering or external caterers.
- Includes large commercial oven, food warmer, microwave, preparation areas and glass-door fridge.

SECURITY

Security is recommended for functions operating past 8.00 pm to ensure your event is as safe as possible for your guests and our premises.

CLEANING FEE

A cleaning fee is payable for a minimum cost of \$150.00 (plus GST). This does include sweeping and/or mopping of floors & toilets; wipe down of bar & kitchen surfaces; and emptying of bins. This does not include the packing away of tables and chairs. This fee may increase depending on the condition of the hall.

Cleaning fees will be deducted from the bond, with the balance returned to the function organiser.

TESLSC IS A NO SMOKING BUILDING

The entire club premises are a non-smoking area. This will be strictly enforced. All smokers are to dispose of butts in an environmentally friendly manner and not onto the footpath or street.

PARKING

Parking is possible immediately outside the club, however, no reserved parking is available. Availability will be subject to the time of day and year, with mid-summer at a premium.

GENERAL CONDITIONS OF BOOKING

- The use of confetti, rose petals and other small sparkling items is not permitted.
- Fixing decorations to walls or ceiling beams with adhesive tape or pins is not permitted.
- Fixing electrical cords to walls is not permitted.
- No animals are permitted in the function centre. Guide dogs are the exception.
- Any patrons acting or seen to be acting in a violent or threatening manner will be escorted from the premises immediately.
- Any patrons seen to be damaging surf club property will be escorted from the premises immediately, and the event organisers will be charged for damages.
- Patrons throwing any materials from the windows or creating a disturbance will be escorted from the premises immediately.
- Full terms and conditions can be found on the club's website.

RESPONSIBLE SERVICE OF ALCOHOL

- Bar staff will check proof of age (if in doubt).
- Function organisers and/or bar staff must/will prevent intoxication by recognising the signs of intoxication and refuse service to anyone who is reaching this state.
- Function organisers and/or bar staff must/will deny entry or service to anyone who is already intoxicated.
- Guests/Patrons who willfully flaunt or disregard these principles should be asked to leave. Likewise, guests who knowingly supply alcohol to another guest who has been denied service by the bar staff will no longer be served and will be asked to leave.
- In conjunction with the Liquor Act and the Responsible Service of Alcohol Guidelines, double strength spirits must not be served
- The Entrance SLSC reserves the right to cancel a function at any time should the above not be adhered to.

ROOM DECORATORS

Your Special Day Weddings and Events
Tel: 4396 1115
Web: planyourspecialday.com.au

Hall Hire Bookings

To arrange a booking or to view the hall, please contact our venue coordinator on:

Mobile: 0448 833 362

Email: theentrancehallhire@gmail.com