



Camperdown Golf Club Inc.

ABN 47 480 825 033

PO Box 77, Camperdown Vic. 3260.

President: Darren Cheeseman

Licence Nominee: G Gill

CONDITIONS OF HIRE FOR CAMPERDOWN GOLF CLUB FUNCTION/MEMBERS ROOM SADLERS ROAD CAMPERDOWN VIC 3260

COVID Restrictions may apply at time of event, however if the club has no costs involved your deposit will be fully refundable.

Our Covid Safe Plan can be provided on booking or before your event.

BOOKINGS:

Bookings are considered tentative until receipt of a completed application form. Bookings are required to pay a \$500 deposit. No bookings will be accepted from persons under 18 years of age. (No 18-year-old birthday parties) Weddings & 21st Birthday parties require a \$1000 deposit/bond. Camperdown Golf Bowls Club functions take priority. Balance of payment for weddings is due the week of the wedding.
ALL FUNCTIONS ARE STRICTLY NO BYO ALCOHOL

WEDDINGS & 21st BIRTHDAY BOND:

A Bond of \$1000 shall act as security for any damage to the building and/ or breach of the conditions of hire. The total bond will be refunded to the hirer within 14 days after the function, provided the hirer has complied with all aspects of the conditions of hire. Should the cost of repairing damage to the property exceed the bond, the hirer shall pay the additional costs. The cost of extra cleaning as a result of the function shall be deducted from the bond, this includes any additional cleaning of kitchen when self-catering or outside caterer. An Account for additional costs shall be forwarded within 30 days.

CANCELLATIONS:

Cancellations will only be refunded by the booking officer's discretion. The Club reserves the right to cancel any function.

INDEMNITY:

The user/hirer agrees to indemnify and to not hold responsible the Camperdown Golf Club and its members from and against all actions, costs, claims, charges, expenses, and damages whatsoever which may be brought against them. The Camperdown Golf Club shall not be held responsible for any theft, loss, damage, or injury suffered by the hirer, or any persons coming onto the premises during the period of hire.

COMMITTEE ACCESS:

Authorised committee members of the club are entitled to all parts of the building regardless of bookings.

KITCHEN/CATERING:

The Hirer is also deemed to be responsible for the kitchen and shall leave it in a clean and tidy condition, immediately removing all rubbish and foodstuff at the completion of the function by using the skip located in the carpark.

On completion of the function dining tabletops must be cleared and wiped clean and the kitchen cleaned. Cutlery and crockery cleaned, dried, and put away. Kitchen floor to be swept and mopped clean by Hirer.

Caterer or Hirer is to supply a meal for Bar Staff.

If additional cleaning is needed a charge may be incurred.

Camperdown Golf Club Members are Volunteers and will happily provide you with any catering needs at reasonable prices please speak with the booking officer for these details or if you require a quote.

DECORATIONS:

All decorations must be removed at the end of the function or otherwise arranged with booking officer. All Emergency Exits and passages must always be left clear. If additional cleaning is needed a charge may be incurred. Confetti is prohibited. Candles must be in a fireproof container.

SETTING UP/PACKING UP:

The Hirer has the responsibility for setting up all equipment unless arrangements have been made for members to carry out this work. Please do not drag furniture across the dance floor. Setting up time can be stated on booking form. Packing up must be completed on the conclusion of the function or otherwise agreed time. It is possible to make other arrangements to setup or pack up provided no other functions are affected and cleaners can complete cleaning as required.

PARKING:

Parking is available in the Golf Bowls Car Park. Parking or driving is prohibited on all grassed areas. If damages are in result of driving or parking vehicles for the function, charges for repair may be incurred.

ACCESS TO THE BOWLING GREEN IS STRICTLY PROHIBITED.

DAMAGES TO INTERNAL AND EXTERNAL SURROUNDS:

If any damage or vandalism is a result from your hire a charge for repairs will be the hirers responsibility for payment.

SECURITY:

The Club reserves the right to request external security for functions.

SMOKING:

Smoking in the venue is strictly prohibited. Please use the smoking bins provided at entrance.

LIABILITY:

The hirer must:

- *Remain on the premises whilst visitors/patrons are in the building.
- *Be responsible for orderly conduct and safety of patrons.
- *Ensure patrons vacate the premises and surrounds upon completion of function.

BAR FACILITIES:

Please indicate on the booking form if you wish to have the bar facilities open.
A pricelist of drinks can be provided.

ALL ALCOHOL MUST BE CONSUMED AND PURCHASED ON THE PREMISES.

Persons under the age of 18 must be accompanied by their parent or legal guardian and cannot consume alcohol by law.

BYO IS STRICTLY PROHIBITED.

LIQUOR LICENCE:

BAR TRADING HOURS: Any day 6pm to Midnight.

Good Friday: Between 6pm – 11.30pm

Anzac Day: Between 6pm – 11.30pm

CONTACT DETAILS:

BOOKINGS:

Please contact our Booking Officer

Maree Finlay: 55931536 or 0422 389 084

bookings@camperdowngolf.com.au

Bank Details:

Camperdown Golf Club Inc.

NAB Camperdown

BSB # 083 561

ACC # 989996718

PRICING:

FUNCTION ROOM HIRE @ \$220.00 FLAT FEE

MEMBERS ROOM HIRE @ \$110.00 FLAT FEE

FUNERAL HIRE @ \$150 plus golf club catering per person.

KITCHEN HIRE – SELF CATERING @ \$110.00

GOLF CLUB CATERING AVAILABLE & DOES NOT INCUR KITCHEN HIRE CHARGES

**CAMPERDOWN GOLF CLUB INC.
FUNCTION BOOKING FORM**

CONTACT NAME: _____

BUSINESS NAME: _____

ADDRESS: _____

PHONE: _____

EMAIL: _____

DATE REQUIRED: _____ **NUMBERS ATTENDING:** _____

TYPE OF FUNCTION: _____

ROOM TYPE: _____ **MEMBERS** / **FUNCTION**

SETUP DATE & TIME: _____

GUESTS ARRIVAL TIME: _____

REQUEST GOLF CLUB CATERING: YES / NO

BAR REQUIRED: YES / NO **WILL THERE BE A TAB:** YES / NO

**I ACKNOWLEDGE HAVING READ THE CONDITIONS OF HIRE AND
UNDERTAKE TO COMPLY WITH ALL ASPECTS OF THESE
CONDITIONS.**

SIGNED: _____

PRINT: _____

DATE: _____