
NOBLE PARK FOOTBALL SOCIAL CLUB PTY LTD

FUNCTION TERMS AND CONDITIONS

It is with much pleasure that the Noble Park Football Social Club can offer our Function and Banquet facilities to you.

Our philosophy is always to provide event facilities and services of high quality. In order to fulfill this expectation, the following terms and conditions have been designed to ensure your event runs smoothly.

It is essential that an appointment be made with the function manager to arrange the details of your function.

Duration

Night functions are booked for a five hour period but this can be extended subject to a price review (dependant on type of function) by management **prior** to the function.

Confirmation

A deposit of \$200 is required to secure all function bookings. The deposit must be received within **7 days** of the original reservation together with the completed booking and acceptance form. Should the deposit not be paid within this time the Noble Park Football Social Club reserves the right to cancel the booking and re-book the room to another client. This deposit will be subtracted from the function final payment.

Bond

A \$200 "bond" is required for all functions and must be paid 1 week before the function (same time as final numbers confirmed and paid for). The bond can be collected 24 hours after the function, if there is no damage to the venue.

Final Numbers and Payment

Menus, beverage arrangements, entertainment, room set up etc must be finalised with the Function Manager **2 weeks** prior to the booked function date. This allows sufficient time for the ordering / procurement of any special requests.

We require confirmation and payment for the exact number of guests for the food and if chosen the beverage package 5 working days (1 week) prior to the function date. This will also be the minimum number for which you will be charged regardless if there are a reduced number of guests at your function. Should numbers increase after this time you will be charged accordingly. Please be careful to note this as there are no exceptions. Should the function be cancelled once these monies have been paid there will be **NO REFUNDS**.

Payment can be made by Cash, Direct Deposit, Mastercard, Visa, Amex, Bank Cheque and Personal Cheque (personal cheques will only be accepted 2 weeks prior to the function date).

If a "bar tab" is selected for beverages payment is either by presentation of a credit card or cash on the night and before the function.

BYO Food or Beverage

No alcohol or food (other than a celebration cake) may be brought onto the Club premises by the function organiser/host/guests. Instructions on storage, display and service of cakes are necessary. No liability is taken for cakes brought onto the premises. All food not consumed with the exception of cakes remains the property of the club. No alcohol may be removed from the function room.

Any BYO alcohol found in the function will be confiscated and / or the management reserves the right to close the bar and stop the function.

Commencement Times

The organiser / host agree to commence the function at the agreed time. If the function is delayed the scheduled finish time will still be adhered to.

Décor & Display

All decorations must be arranged prior to the function and may be subject to an additional charge. No items are to be stapled, nailed, pinned or glued to the wall surface of any area of the Club without prior written approval of the Club Management. Candles must be of a good quality (non-drip and smoke free). No confetti, rice or "poppers" are allowed. Any item that may be considered offensive to other persons will be removed from public view by Noble Park Football Social Club staff.

Damages

The organiser/host will assume full responsibility for any or all damages caused during the function by any of their guests, invitees, other persons attending the function or by contractors engaged by the organiser/host, whether in the function room reserved or in any part of the Club.

Function Cancellations

In the case of cancellation, Noble Park Football Social Club will refund the full deposit of your function up to 4 weeks prior to the function. If cancellation occurs within 4 weeks of your event, Noble Park Football Social Club will retain the full deposit received.

Entertainment

The Noble Park Football Social Club must be advised of the nature of the entertainment to be booked and is subject to approval. The use of Club equipment is not permitted unless otherwise approved in writing (microphone excepted)

Responsibility

The Noble Park Football Social Club does not accept any responsibility for damage or loss of equipment / gifts / personal property left on the premises by any person prior to, during or after the function.

Patron Behaviour

The Noble Park Football Social Club adheres to all Liquor Licensing laws. Our staff are responsible servers of alcohol, and as such will not serve patrons who appear to be affected by alcohol. It is required of the organisers / host / guests to conduct themselves in a responsible, orderly manner. Minors are not permitted in the function room unless accompanied by a parent or legal guardian. Should a minor be found to be drinking alcohol the management reserves the right ask the child and parent/guardian to leave the premises and in certain circumstances to close the function. The management reserves the right to exclude or eject any or all objectionable persons from the premises without liability.

Pricing Adjustments

The Noble Park Football Social Club reserves the right to adjust menus and beverage package contents and prices at any time, due to the product availability, seasonal change and price. In the event of any price increase you will be notified in writing at least 3 months prior to your function.

Children aged between 3 and 12 years are charged at half the adult rate, and children under the age of 3 do not attract a charge.

Security

Arrangements for special security can be made upon request and may attract an additional charge.

Particular events may require specific security arrangements and are subject to associated charges.

If the Noble Park Football Social Club management has reason to believe that an event will affect the smooth running of the Noble Park Football Social Club's business, security or reputation, it reserves the right to cancel the function or act to minimise any disruption with any additional costs passed onto the client.

Public Holidays

A 15% surcharge applies to all food and beverage packages booked on any public holiday.

Alterations to "Terms & Conditions"

These "Terms & Conditions" can only be altered by the management of The Noble Park Football Social Club in written form, no verbal alterations by any staff member will be honoured.

Acceptance of the above Terms & Conditions

I hereby acknowledge and agree to the terms set out by the Noble Park Football Social Club Pty Ltd.

Signature

Print Name

Date