

MUNDARING SPORTING CLUB INCORPORATED



Address: 665 Coolgardie Street
Mundaring WA 6073
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TERMS AND CONDITIONS OF HIRING CLUB PREMISES FOR FUNCTIONS 2025.

APPLICATION

1. THIS APPLICATION MUST BE READ AND SIGNED BY A PERSON 18 YEARS OR OLDER.
2. THIS SIGNED AND DATED APPLICATION IS A LEGAL BINDING AGREEMENT BETWEEN THE HIRER AND THE CLUB.
3. THE HIRER AGREES TO THE TERMS AND CONDITIONS SET OUT BELOW UPON SIGNING OF THE DOCUMENT.
4. THE APPLICATION IS NOT TRANSFERABLE TO ANY OTHER PERSONS OR ORGANISATION.
 - *If the hirer's details change, or if another individual/organisation takes responsibility for the event, a new agreement must be signed.*
5. THE CLUB HAS THE RIGHT TO REFUSE HIGHER RISK APPLICATIONS
 - *"Higher risk" may include events that typically attract large youth attendance, have open invitations, or are likely to involve excessive alcohol consumption. The Club reserves the right to refuse or cancel any booking at its absolute discretion.*

Eg: 18th or 21st BIRTHDAY PARTIES.

HIRE FEES

- | | |
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| 1. PRIVATE FUNCTION BY OUTSIDE MEMBERS: | \$200 |
| 2. FUNCTION BY EXISTING CLUB MEMBERS: | \$100 |
| 3. COMMUNITY GROUPS: | \$75 |
| 4. BOND: | \$250 |
| 5. HIRE FEE AND BOND TO BE PAID ON APPLICATION AND MUST BE BOOKED 2 WEEKS IN ADVANCE: | |
| • <i>If payment is not received by the due date, the Club may refuse the booking.</i> | |
| • <i>Any fee schedule is subject to change; final fees will be confirmed in writing by the Club</i> | |

BAR FEES

1. SUPPLY OF ONE BAR PERSON FOR 50 PATRONS OR LESS, PER HOUR: **\$40**
2. SUPPLY OF TWO BAR PEOPLE FOR 50 TO 100 PATRONS, PER HOUR: **\$80**
3. SUPPLY OF THREE BAR PEOPLE FOR 100 TO 200 PATRONS, PER HOUR: **\$120**
4. IF A CLUB MEMBER IS BAR STAFF AND VOLUNTEERS THEIR TIME THEN NO CHARGE FOR THAT PERSON.
 - Note: If additional bar staff are required and no volunteers are available, the hirer will be responsible for the cost.

BAR CONDITIONS

1. IN FULL WHEN LIMIT IS REACHED THE BAR ACCEPTS CARDS AND CASH
 - If a bar tab has been pre-arranged and a monetary limit is reached, the bar will revert to a pay-as-you-go system unless the hirer increases the tab limit.
2. PATRONS UNDER THE AGE OF 18 ARE NOT PERMITTED NEAR THE BAR, NOR PURCHASE ANY ITEM FROM THE BAR.
3. PROOF OF AGE MAY BE REQUESTED ANYTIME BY THE BAR STAFF.
4. BAR STAFF HAVE THE RIGHT TO REFUSE THE SERVICE OF ALCOHOL FOR WHATEVER REASON THEY DEEM NECESSARY.
5. BAR STAFF HAVE THE RIGHT TO CLOSE THE BAR SHOULD THEY BELIEVE PATRONS ARE BEHAVING IN APPROPRIATE MANNER.
 - No refunds, credits, or bond adjustments will be issued if the bar is closed early for such reasons.
6. ONLY BAR STAFF ARE PERMITTED BEHIND THE BAR.
7. NO DRINKS ARE PERMITTED TO BE BROUGHT ON TO SITE OR INTO THE CLUBROOM.
8. A BAR TAB CAN BE ARRANGED WITH THE DUTY MANAGER AND TAB MUST BE PAID.
 - Bar tabs must be settled in full prior to the conclusion of the event or before leaving the premises.

VENUE FACILITIES

1. A FULLY EQUIPPED KITCHEN WITH GAS COOKING TOP, ELECTRIC, OVEN, MICROWAVE, REFRIGERATOR, FREEZER, LINEN, CUTLERY, CROCKERY AND OUTSIDE BBQ ARE ALL AVAILABLE FOR USE BY THE HIRER.
2. THE HIRER AND/OR CATERER ARE RESPONSIBLE FOR ENSURING THAT BEFORE LEAVING THE PREMISES:
 - a. THE KITCHEN IS LEFT IN A NEAT AND CLEAN STATE AND ALL THE ITEMS USED ARE RETURNED TO THEIR PLACE IN A NEAT AND CLEAN STATE.
 - The Club provides basic cleaning materials (e.g., detergent, bin liners) if available; however, the hirer should confirm what supplies are provided and bring any additional items if needed.
 - b. RUBBISH BINS ARE EMPTIED AND FUNCTION WASTE REMOVED FROM PREMISES.
 - c. HOT WATER SWITCH, LIGHTS, OVENS, FANS AND AIR-CONDITIONING TO BE TURNED OFF.
 - d. OUTDOOR BBQ AND UTENSILS TO BE CLEANED AND PUT BACK WHERE THEY BELONG.
 - e. FOOD THAT DOES NOT BELONG TO THE CLUB MUST BE TAKEN AT END OF EVENT.
 - f. BOWLING GREEN LIGHTS ARE AVAILABLE AND ARE TO BE TURNED OFF WHEN FINISHED PLAYING.

VENUE HIRE CONDITIONS

1. TOTAL NUMBER OF PATRONS MUST NOT EXCEED 200
2. CHILDREN TO BE PROPERLY SUPERVISED AT ALL TIMES.
3. CATERING IS THE RESPONSIBILITY OF THE HIRING PARTY
4. ALL ITEMS BELONGING TO THE CLUB (INCLUDING BOWLING GREEN AND GOLF COURSE) ARE OUT OF BOUNDS, UNLESS PERMISSION HAS BEEN GRANTED UPON BOOKING THE PREMISES.
 - The hirer will bear sole responsibility for any injuries, damages, or incidents that occur if guests enter restricted areas without permission.
5. SMOKING OR VAPING IS NOT PERMITTED IN THE VENUE.
 - Designated smoking areas are overlooking golf course at the lower carpark or north end of the top green near the maintenance shed.
 - Breaches of this policy may result in partial or full bond forfeiture.
6. VOLUME OF MUSIC TO BE AT AN ACCEPTABLE LEVEL SO IT DOES NOT INTERFERE WITH THE NEIGHBOURS OF THE CLUB. THE CLUB MANAGER HAS THE RIGHT TO TURN THE MUSIC DOWN IF NECESSARY.
 - Local council noise restrictions may also apply earlier than 11pm.
7. ANY DECORATIONS MUST BE REMOVED AT THE END OF THE EVENT.

8. THE BAR CLOSSES AT 11PM WITH THE PREMISES VACATED BY 11:30PM OR AS DISCUSSED UPON HIRING THE VENUE.
 - Any extension of trading hours may require a special permit or further approval by the Club and/or relevant authorities.
9. THE BOND IS FORFEITED IF THE CONDITIONS UNDER VENUE FACILITIES HAVE NOT BEEN MET. ANY MAJOR DAMAGE TO THE VENUE WILL BE TREATED AS SEPARATE TO THE BOND AND A BILL WILL BE SENT TO THE HIRER TO MAKE REPARATIONS.
 - Minor breaches may result in partial deduction from the bond at the Club's discretion.

PLAYING BOWLS ON THE GREENS

1. GUESTS NOT TO USE THE GREENS UNLESS APPROVED AT TIME OF BOOKING.
2. IF APPROVED, NO FOOD OR DRINK IS PERMITTED WITHIN 2 METRES OF THE GREENS.
3. FLAT-SOLED SHOES, SOCKS OR BAREFOOT IS ALL THAT S ALLOWED AS FOOTWEAR.
4. HIRER IS TO HAVE ONE OR MORE ADULTS RESPONSIBLE FOR THE CHILDREN.
5. EMPTY GLASSES TO BE RETURNED TO THE BAR AND CANS/BOTTLES TO BE PUT IN THE RECYCLING BINS PROVIDED.

CANCELLATION & REFUNDS

1. IF THE HIRER CANCELS

- Cancellations made more than 14 days prior to the event may receive a full refund of the hire fee and bond.
- Cancellations within 14 days of the event may result in forfeiture of part or all of the hire fee, at the Club's discretion.

2. IF THE CLUB CANCELS

- The Club reserves the right to cancel a booking due to unforeseen circumstances (e.g., safety issues, extreme weather) or if the event is deemed high-risk.
- In such cases, the hirer will receive a full refund of any fees and bond already paid.

**AGREEMENT FOR HIRING THE PREMISES OF THE MUNDARING
SPORTING CLUB (INC)**

THIS AGREEMENT APPLIES TO (NAME OF FUNCTION)

TO BE HELD AT THE MUNDARING SPORTING CLUB (DATE OF EVENT) _____

NAME OF HIRER

ADDRESS

PHONE NUMBER

EMAIL ADDRESS

SIGNATURE

DATE

NAME OF ADULT RESPONSIBLE FOR GREENS

SIGNATURE

DATE

MUNDARING SPORTING CLUB REPRESENTATIVE

SIGNATURE

DATE

CLUB BANKING DETAILS: BENDIGO BANK BSB 633-000 ACC 145224671