

HOLLOW BEACH BAR

BOOKING FORM

NAME; _____

DATE; ___/___/___

NUMBER OF GUESTS; _____

START TIME; __:__

END TIME; __:__

CONTACT NUMBER; _____

EMAIL ADDRESS; _____

FUNCTION TYPE; _____

WRIST BANDS NEEDED: Y / N

BAR TAB: Y / N

BAR TAB AMOUNT: \$ _____

PLATTER QTYS;

DIPS & BITS (\$40): _____

ORIENTAL (\$55): _____

PIZZA (\$55): _____

SAUSAGE ROLLS (\$60): _____

PIES (\$60): _____

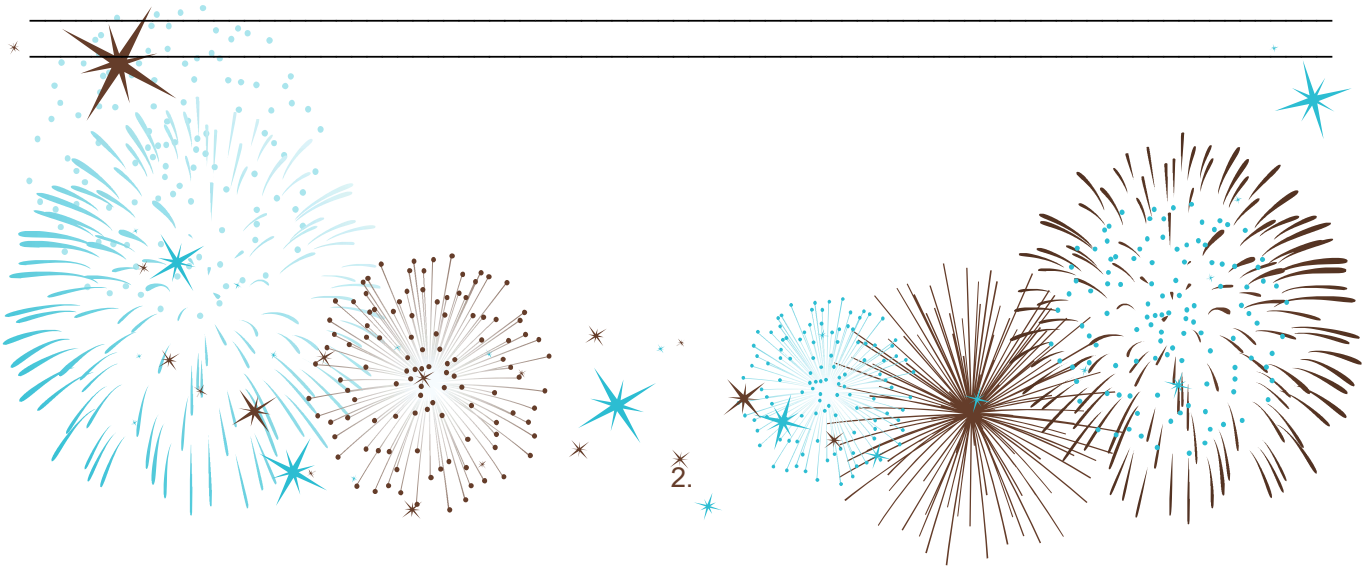
SLIDERS (\$75): _____

SEAFOOD (\$85): _____

CHEESE BOARD (\$85): _____

GRAZING BOARD (\$150): _____

FUNCTION NOTES:



1. FUNCTIONS & EVENTS

1.1 CONFIRMATION OF BOOKINGS & DEPOSITS

IN ORDER TO CONFIRM YOUR EVENT BOOKING, WE REQUIRE A FULL PAYMENT OF THE QUOTED MINIMUM FOOD SPEND. IF THE DEPOSIT AND BOOKING ARE NOT RECEIVED, WE RESERVE THE RIGHT TO ALLOCATE THE AREA(S) TO ANOTHER BOOKING. FINAL NUMBERS ARE TO BE CONFIRMED 5 DAYS PRIOR TO YOUR EVENT AND FULL PAYMENT IS TO BE RECEIVED BY THE AGREED DATE.

1.2. CANCELLATIONS

FEES WILL APPLY TO ALL CANCELLED EVENT BOOKINGS. EVENT BOOKINGS WILL NEED TO GIVE 10 DAYS NOTICE TO RECEIVE A FULL REFUND. ANY FUNCTION CANCELLATIONS THAT DO NOT GIVE THE RELEVANT NOTICE WILL FORFEIT THE AGREED DEPOSIT OR PAYMENT(S) MADE TO THE VENUE.

1.3. PAYMENT

WE ACCEPT CASH, CREDIT CARD OR EFTPOS. DIRECT DEBIT WILL ALSO BE ACCEPTED PROVIDED A REMITTANCE IS EMAILED TO THE FUNCTIONS COORDINATOR WITHIN 72 HOURS PRIOR TO THE EVENT. ANY OUTSTANDING BALANCE WILL BE CHARGED TO THE CREDIT CARD PROVIDED AT THE TIME OF BOOKING.

1.4. MINIMUM SPEND/GUEST NUMBERS

WE RESERVE THE RIGHT TO APPLY MINIMUM FOOD AND BEVERAGE CHARGES WHERE AN AREA IS SPECIFICALLY ALLOCATED FOR AN EVENT. WE ALSO RESERVE THE RIGHT TO REFUSE A FUNCTION BOOKING OR SECTION OFF AN EXCLUSIVE AREA(S) BASED ON GUEST NUMBERS OR MINIMUM SPEND REQUIREMENTS.

1.5. EQUIPMENT, DECORATIONS & ENTERTAINMENT

PLEASE ASK OUR FUNCTIONS COORDINATOR ABOUT DECORATIONS, ENTERTAINMENT, EQUIPMENT HIRE AND ANY SPECIAL REQUIREMENTS TO TAILOR YOUR EVENT. EXTRA CHARGES MAY APPLY. ITEMS SUPPLIED BY THE VENUE MAY INCUR EXTRA CHARGES.

1.6. DRESS CODE

IT IS A REQUIREMENT OF THE EVENT ORGANIZER/CLIENT THAT THE GUESTS ATTENDING THE EVENT ARE INFORMED OF THE DRESS CODE AND ANY REQUIREMENTS. PLEASE REFER TO OUR MANAGEMENT TEAM FOR FURTHER INFORMATION.

1.7. COMMENCEMENT TIMES

ACCESS TO AN EVENT OR AREA EARLIER THAN THE STATED START TIME WILL REQUIRE PRIOR ARRANGEMENT WITH THE VENUE.

1.8. TICKETED EVENTS, BOOKINGS & CANCELLATIONS

ALL TICKETS MUST BE PAID IN FULL AT TIME OF BOOKING UNLESS DISCUSSED PRIOR TO TICKETING. PLEASE CHOOSE CAREFULLY AS NO REFUND WILL BE GIVEN FOR INCORRECT PURCHASES OR CHANGE OF MIND.

1.9. SUPPLY OF ALCOHOLIC BEVERAGES

WE RETAIN THE RIGHT TO REFUSE THE SUPPLY OF ALCOHOLIC BEVERAGES TO ANY GUEST(S) ATTENDING THE VENUE THAT ARE UNDERAGE, INTOXICATED OR DISPLAYING SUSPICIOUS OR OFFENSIVE BEHAVIOUR. IN ACCORDANCE WITH IN-HOUSE POLICY AND THE LIQUOR CONTROL ACT 1988

2.0 UNDERAGE GUESTS

CHILDREN MUST REMAIN SEATED & WITH THEIR LEGAL GUARDIANS AT ALL TIMES. IN ACCORDANCE WITH THE LIQUOR CONTROL ACT 1988. CURFEWS DO APPLY IN SOME CIRCUMSTANCES. (UNLESS PRE-ARRANGED WITH MANAGEMENT.)

2.1. RESPONSIBILITY

THE CLIENT IS LEGALLY RESPONSIBLE FOR ANY DAMAGE THAT IS SUSTAINED TO THE VENUE OR ANY OTHER PROPERTY WHILST ATTENDING OR HOLDING AN EVENT.

2.2. FOOD & BEVERAGE OFFERINGS

OUR VENUE RESERVES THE RIGHT TO CHANGE ANY OF OUR OFFERINGS WITHOUT PRIOR NOTICE.

2.3. AGREEMENT TO TERMS & CONDITIONS

BY BOOKING AND HOSTING A FUNCTION AT THE VENUE YOU AGREE TO THESE T&C'S AS WRITTEN DOWN ABOVE.