



# DARWIN SURF LIFE SAVIN

A.B.N. 58 452 374 895

PO Box 42771  
Casuarina NT 0811  
Daribah Road  
Brinkin NT 0810  
E: [functions@darwin\\_surfclub.com.au](mailto:functions@darwin_surfclub.com.au)  
Phone 8945 0447

## Venue Booking Form

### YOUR DETAILS

Organisation/Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Ph: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ ABN: \_\_\_\_\_

Date required: \_\_\_\_/\_\_\_\_/\_\_\_\_ (please confirm date is available by email or phone – details above)

Times: Access for set up: \_\_\_\_\_ Function Start: \_\_\_\_\_ Function Finish: \_\_\_\_\_

For the purpose of:      **Wedding:**       **Birthday:**  (stipulate age)

Other: \_\_\_\_\_      **No. of People Expected to Attend:** \_\_\_\_\_

### HIRING FEES

#### Venue hire fee Saturday to Thursday

Club House / Bar (Exclusive function up to 80 people)  \$650.00

Additional Costs: Exclusive Function 80 to 120 people  \$120.00

Additional Costs: Exclusive Function 120 to 160 people  \$240.00

**Late Finish** (extend function end time from midnight to 1 am)  \$200.00

#### Current Season Active Patrolling Club Members Only

Friday Night – (Non-Exclusive function, committee approval required)  \$100.00

Club House – Over-night fees (School camps, committee approval req)  \$400.00

	Number Required	Fee
<b>Circular tables hire</b> (8 tables only, seat 10 people with chairs)	<input type="checkbox"/>	\$25 each

**Total fee:**                  
\$

<b>Where to Deposit Fee:</b>	<b>BSB:</b> 805-050	<b>Account No:</b> 62371831
	<b>Name of Account:</b>	DWN Surf lifesaving Club
	<b>Bank:</b>	Australian Central Credit Union

### IMPORTANT NOTE

A non refundable deposit of \$200.00 must be paid within 30 days of making this booking, if using direct debit please include your name and function date or invoice No in the description.

Booking form must be completed and returned as follows:

1<sup>st</sup> preference: email to: [functions@darwinsurfclub.com.au](mailto:functions@darwinsurfclub.com.au)

2<sup>nd</sup> preference: post to: PO Box 42771 Casuarina NT 0812

3<sup>rd</sup> preference: hand deliver to the Darwin Surf Life Saving Club



**ALCOHOL TERMS AND CONDITIONS**

1. Please be advised that we are a premises operating under certain liquor licensing conditions.

**2. BYO Beverages may only be arranged with DSLSC Committee & Licence approval**

If approved the following applies:

- ❖ The only drinks that can be brought along, under our current conditions are beer (in kegs only) and bottled wine and champagne.
- ❖ The BYO beer must be completely brought in by the hiring client (tapping kit/cooling kit/tapping equipment/Ice) and placed behind bar area. A corkage fee of \$80 accompanies each BYO keg and served only by DSLSC bar staff.
- ❖ If you wish to BYO bottles wine or champagne lines that we would not normally stock (for such an occasion weddings etc.), there is a charge of \$7 corkage per bottle.
- ❖ These BYO bottles must be brought in completely by the hirer, including ice (in eskies) and must be stored behind the bar and served only by DSLSC bar staff.
- ❖ No other alcohol or drinks may be consumed on the premises.

**VENUE HIRE TERMS & CONDITIONS**

1. Confirmation of booking is subject to room availability and receipt of a non refundable deposit of \$200.00 and a signed booking form. All other venue booking fees must be fully paid at least 60 days prior to function.
2. Cancellation fee of 50% of hire fee will apply if booking is cancelled within 60 days prior to function and 100% of hire fee if cancelled within 30 Days prior to function.
3. All persons hiring the premises must comply with relevant legislation e.g.: Occupational Health & Safety and Child Protection Legislation.
4. The Darwin Surf Life Saving Club will not accept responsibility for damage to or loss of goods and chattels left in the venue prior to, during or after a function held. All goods and chattels belonging to persons attending a function must be claimed and removed from the venue by **10:00am** the next day.
5. The Darwin Surf Life Saving Club does not accept responsibility for any damage to or loss of any vehicle whilst parked on or near the property.
6. The Darwin Surf Life Saving Club reserves the right to expel or eject from the venue any person or persons attending a function who behaves in an objectionable manner.
7. Dry till event costs are to be settled prior to the function start. As there are no credit card facilities the tab must be paid in cash / cheque or EFT payment prior to the function.
8. The Hirer is financially responsible for any damage, for all breakages to equipment, furniture and fixtures incurred to the Function Centre or any other part of the Club by organisers, guests of the organiser or any person attending the function and for any SLSC property that may be removed from the venue.
9. DSLSC is a licensed premise. Please note that all soft drinks/alcoholic beverages are to be purchased from the bar unless prior consent is obtained and corkage fees are paid.
10. If license conditions are breached because of unannounced BYO alcohol by any party involved with your function DSLSC will close the bar and immediately report its findings to the proper authorities.
11. Hire of the DSLSC for 18<sup>th</sup> birthdays is at the discretion of the DSLSC committee and requires a minimum of two hired security officers to be present for the entirety of function. All invitees are required to be allocated bracelet tags, with a different colour so over-age attendees can be identified.
12. Darwin Surf Life Saving Club (DSLSC) does have insurance coverage for financial members of the Club; however this insurance coverage does not cover your party & attendees if they are not club members. DSLSC encourages you to obtain 'Hirers Insurance' for the duration of your booking through your preferred insurer.

Name of Hirer: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature of Hirer: .....

Name of Club Officer: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature of Club Officer: .....