



1. Deposit and Payments

A bowls or function booking will be confirmed on receipt of payment of a deposit - required as below:

A) Barefoot Bowls Bookings (no food component):

Payment on booking of \$10 per person will be required for any Bowls booking.

B) Front Deck & Back Marquee bookings:

1. \$400 Front Deck or Back Marquee Hire Fee (as a deposit to secure the date) due within three (3) business days of making booking. If this deposit is not paid within three business days, the booking will be relinquished and other bookings may be taken.
2. \$800 minimum catering expenditure for any private space hire for functions, with payment due five (5) business days prior to function.

2. Confirmation of Guest Numbers / Final Numbers and Catering

Confirmation of guest numbers and catering requirements is required ten (10) business days prior to your function. Final numbers **confirmed five (5) business days** prior to your event date with full payment. Please note: We will cater for and invoice for your confirmed numbers. If your confirmed numbers have increased or decreased from the numbers originally booked for, the following will apply:

- More than 15% **decrease** in numbers = invoiced for originally quoted number.
- More than 5% **increase** in numbers = unfortunately we cannot guarantee that we can accommodate your numbers, but will endeavour to where possible.

3. Payment of Account

Full payment for the bowls and food component of the function is required five (5) business days prior to your booking date. Payments can be made in person, via credit card over the phone, by completing the credit card authorisation form or by direct deposit. If paying via direct deposit, please use your **booking name + date of booking** as Reference. Once payment has been made, please send remittance advice or proof of payment to info@merthyrbowlsclub.com.au All Credit Card payments will incur a 1.5% card fee.

4. Bar Tabs

Bar Tabs can be created on the day of your event. A physical credit card **must** be held at the bar to secure your tab. **All** Bar Tabs must be finalised immediately following the conclusion of your function.

5. Behaviour

Merthyr Bowls Club practices the Responsible Service of Alcohol & requires all guests to respect and adhere to the laws in relation to intoxication and responsible behaviour. Minors (under the age of 18) are welcome at the venue but must be supervised at all times. Anyone who breaks the law & supplies minors with alcohol will be asked to leave the venue immediately. The duty manager is fully responsible for the conduct & control of Members & Visitors to the Club & shall undertake any lawful action at any time to ensure that harmony & decorum of the club is sustained at a high standard for all Members & guests.





6. BYO Food and Beverages

Strictly no food or beverages may be brought into the Club by function organisers or their guests. Celebration cakes are permitted. You are required to bring your own disposable plates, cutlery and candles for serving. No cakeage is charged and we are happy to store your cake in refrigeration until ready to serve.

7. Cancellations (January to October)

Notice of cancellation for a confirmed booking with a food component, must be given by the client and received by management in writing ten (10) business days prior to the date of the event. If cancellation is made prior to this period, then the deposit shall be refunded in full. If the cancellation is made within ten (10) business days from the date of the event, then management will retain the deposit. If a barefoot bowls session is included in the Platters package and due to inclement weather, no bowling is possible, only the bowling component will be refunded. (Please see Rain section 22 for more details)

* Front Deck and Back Marquee – If your function is cancelled, the following conditions apply:

- Notice of more than seven (7) business days: 100% of hire fee will be refunded.
- Notice of seven (7) days or less: no refund will be given.

8. Cancellations (November + December)

The following applies to all group bookings of 10 or more in November and December:

Notice of cancellation must be given by the client and received by management in writing prior to 30 September. If cancellation is made prior to this period, then the deposit shall be refunded in full. If you cancel your function after 1st October your deposit will be forfeited. If you decrease your numbers by more than 15% we will charge a surcharge based on your original numbers

9. Car Parking

The Club has limited car parking and we cannot guarantee car parks for guests. We recommend utilising public transport and/or taxi and ride-share transport options.

10. Children

Under no circumstances are children under the age of 12 permitted to bowl or to be on the green. Children must have direct supervision from a parent/guardian at all times & are not permitted in the bar or gaming area. If this condition is not adhered to, management reserves the right to ask guests with children to leave.

11. Cleaning

General cleaning is included in the hire of any space within the club, however, if cleaning requirements are considered excessive at completion of any function, additional cleaning charges will be incurred. This will be quoted upon by independent contractors to be charged to the function organiser.

12. Closing Times

Guests are to respect and be aware of our neighbours when exiting the premises. Bar closing times may vary at discretion of the manager. All patrons must vacate the premises within 15 minutes of last drinks call.

13. Confetti

Confetti, rice grains or similar are not permitted within the boundaries of the venue.





14. Compliance

It is understood that the patron will conduct their function in an orderly manner and in full compliance with Club Management and all applicable laws. This includes, but is not limited to, liquor licensing laws, minors, non-smoking and responsible service of alcohol.

15. Deliveries & Pick Ups

Management will take particular care with any goods delivered on behalf of the client to the premises prior to the event. However, delivery of goods cannot be more than two days out from the function, and all goods must be removed on the completion of the function. Should the goods not be taken on the completion of the function, the venue manager reserves the right to forward these goods to you by courier, if they are not collected by the following morning – cash on delivery.

16. Entertainment / Music

Speakers used to amplify entertainment, music noise, public address system or non-amplified entertainers must not be located in any outdoor / veranda / patio area of the premises, as per the club's Community Club License. Personal speakers are not permitted at the venue.

17. Fire Safety

The use of compressed gas, flammable liquid/gas, heaters, lamps, lanterns, candles and other heat-producing devices are forbidden at the venue. The above devices if required by the function must have prior permission in writing granted by Club Management. It is also a requirement that lights must remain on for the duration of a function as it is a risk to staff and guests. In the event of fire, all guests agree to follow all instructions and evacuation procedures given by Wardens or Fire Officers.

18. Function Timing

It is the client's responsibility to ensure that they attend the function at the specified time. Management will not be held responsible should all guests not be punctual in arriving or being seated, or should speakers, attendees or the client delay the commencement of any event, or if any other interference beyond the control of the venue does not permit us to commence service at the contracted time. If the function begins after the specified starting time, it will still be subject to the finishing time specified in the event booking agreement specifications, unless venue management agrees otherwise. Management has the right to close any function if the function is deemed to have broken any of the above-mentioned terms and conditions.

19. Insurance

The club will take all necessary care but cannot accept responsibility for damage or loss of any gifts or other possessions left on the club premises before, during or after functions. Responsibility for arranging any insurances lies with the client if desired.



20. Loss or Damages

The client shall be responsible for any loss or damage to the premises, its fittings and/or equipment or injury to any staff member caused by any guest of or contractor engaged by the client, or his servants or agents prior to, during or after the function. The client shall also be responsible for loss of or damage to their property and or the property of any guest or contractor engaged by the client or his servant or agent, left on the premises prior to, during or after the function; and shall indemnify the Venue Manager in respect to any such loss or damage.

21. Pricing

While every effort is taken to maintain menus and prices, management reserves the right to vary menus and pricing in response to product availability and cost increases. Always check first with our management for price confirmation on food packages, menus, bowls and promos.

22. Rain

As bowls is an outside event & we cannot control the weather, some activities may be hindered by inclement weather. If sprinkling or lightly raining, in most cases the event will still proceed. If raining heavily at the time of your event, Merthyr Bowls agrees to postpone your event to an alternative time or date, redeemable for up to six (6) months from the original date. No refund of deposit will be given for inclement weather where the event has a food component. We do not charge for bowls that does not proceed due to inclement weather and the Club deems it unsafe to bowl- **Please note this does not apply to BBQ Packages as the Bowls is Free.** The final decision on whether bowling is permitted will rest with the Greenkeeper - or Management in his/her absence.

23. Security

Some events may require Security as per the club's Community Club License. Security must be engaged whenever an outdoor function occurs, in the following ratios:

- A minimum of one (1) when guest numbers are between 50 and 150 guests
- A minimum of two (2) when guest numbers are between 151 and 300 guests

Merthyr Bowls Club engage our preferred Security supplier and pass on this cost to the event organiser - charged as follows per Security personnel, for a minimum of 4.5 hours (including 30 mins after event completion time) **Mon-Fri \$70p/h / Sat-Sun \$85p/h / Public Holidays \$100p/h**

All 21st Birthday celebrations irrespective of guest numbers require Security at the event organiser's expense. Sorry, we do not cater for 18th Birthday celebrations.

24. Signage & Display

There is no signage & display to be nailed, screwed or fixed in any way to any walls, doors or other part of the club's facilities unless Club Management grants prior permission in writing.





Payment Information

Direct Deposit

Main Account

Payments for Front Deck or Back Marquee Hire Fee (\$400)

Barefoot Bowls payments, Catering, Deposits

Bank Account Merthyr Bowls Club Inc

BSB: 484799

Account #: 506114822

Please use a reference

Reference: Booking Name & Date eg Jones3Dec

Credit Cards

Pre-Payments

Mastercard, Visa, Amex accepted

Payments on Credit Cards will incur a 1.5% card fee.

On-Site

Mastercard, Visa, Eftpos accepted



Contact Details

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