



**NORTH
CRONULLA**
SURF LIFE SAVING CLUB

CLUBHOUSE: Mitchell Road, North Cronulla Beach
EMAIL: admin@northcronullasurfclub.com
All correspondence to The Secretary;
P.O. Box 50 Cronulla N.S.W. 2230

TELEPHONE: (02) 9523 5846
FACSIMILE: (02) 9544 0021
WEBSITE: www.northcronullaslsc.com.au

North Cronulla Surf Life Saving Club Inc.

Harry Brown Room Information Pack and Hire Agreement

Thank you for your inquiry into hiring the Harry Brown Room which is located on the first floor of North Cronulla SLSC located on the corner of Prince Street and Mitchell Road Cronulla.

The following information is supplied to help you with planning your event.

The following events can be held:

- Weddings
- Engagement Parties
- Birthday parties for all ages (No 18th Birthdays allowed)
- Special occasions and celebrations
- Special events
- Band nights – dedicated stage area
- Corporate functions
- Work Christmas parties and social functions

The Harry Brown Room is available for inspection at selected days and times and please call the club office on 02 9523 5846 to book a date and time or email at

admin@northcronullasurfclub.com

Pictures of Harry Brown Room facilities are located on our web site at:

<http://www.northcronullaslsc.com.au/the-club/function-rooms/>

Please ensure that your host on the day of your function and the hirer have read all of the provided information included all terms and conditions and signed the enclosed Hire Agreement form.

We look forward to hearing from you regarding your function.

Kind Regards,

North Cronulla Surf Life Saving Club Inc.

Email: admin@northcronullasurfclub.com

Harry Brown Room Overview

The Harry Brown Room is located on the first floor of the surf club and includes an east side balcony with beach and ocean views and two balconies located on the western side of the room.

Room Facilities:

- Seating capacity for up to 100 people depending on table layout and configurations;
- Additional seating is available on western balconies and this is an open space area;
- Polished parquet dance floor;
- New kitchen and bar facilities;
- New carpet and painting of room;
- Dedicated stage area for band and music equipment;
- Wireless microphone and amplifier for room;
- Ladies toilets are located on the same level and men's toilets are located downstairs in ground floor of surf club. There are no lifts or disabled toilets located in the surf club;
- 10 trestle tables;
- 80 plastic chairs;
- Standing Bar tables available on request.

Additional equipment is available for hire from our preferred supplier Walker Party Hire located in Kirrawee.

Kitchen Facilities:

New modern kitchen and bar installed with:

- 6 burner gas hob and oven;
- stainless steel benches and food preparation areas;
- pie warmer & microwave;
- ice machine;
- glass washing machine;
- 3 door commercial bench fridge and 2 door commercial fridges.

Bar Facilities:

New concrete bar bench top and beer taps installed and draft beer, wine, champagne and Ready To Drink spirits can be served at your function.

North Cronulla SLSC will supply all beverages, liquor and bar staff for your function and the range of beverages is included in this information pack. Bar payment options can be discussed when making a booking with our office staff.

A no glass policy applies and all drinks will be served in plastic glasses.

Catering:

Can be arranged on request by one of our preferred caterers or your own catering company can be used.

Harry Brown Room costs:

The Harry Brown Room is available for evening hire.

Evening Hire Fee: \$1250 GST inclusive per night for 5 hour hire period.

The hire fee includes:

- Full use of Harry Brown Room facilities;
- Room hire, two RSA qualified bar staff supplied by surf club and cleaning of room;
- Self-serve bar service only. Table bar service is available at additional costs for extra RSA staff;
- Set up period available from 11:00am of day of hire;
- Deposit of \$500 is required to secure your booking and this is payable once room availability is confirmed. The balance of the hiring fee and any additional costs must be paid 14 days prior to your event/function

Additional fees:

- The club reserves the right to increase the number of bar staff based on number of people attending the function and function type. Additional costs are to be paid for by the hirer.
- Security Bond of \$500 required for selected event/function types e.g. 21st Birthdays. This is fully refundable subject to club management review of Harry Brown room and club amenities for no damage after the event;
- 21st Birthdays will have function data and time logged with police at Cronulla police station. (Note: 21st Birthday party hire is only available to active and financial club members)
- Function Security Guards are required for 21st Birthdays and at least two guards are required. These can be supplied by hirer but must be appropriately trained and licensed e.g. 1A/C and RSA licenses;
- Additional hours of hire are available at \$250 per hour outside the five hour period. This will be arranged with club management prior to the function.
- If external caterers are used, a cleaning fee will apply if kitchen area is not cleaned at end of function.

Club Members Discount:

- A discount is available for financial & current club members. Please confirm with office that you are a financial and current member to determine if you qualify for the Club Members Discount.

Cancellation Fees:

- Cancellation notice submitted more than 14 days prior to event date will receive a full refund of \$500 deposit.
- Cancellation notice submitted less than 14 days prior to event date will receive no refund of deposit and other fees paid.
- All cancellations must be submitted in writing to admin@northcronullasurfclub.com and will be effective from date received.

NCSLSC ROOM HIRE AGREEMENT FORM

Name: _____

Address: _____

Phone: **Mobile** _____ **Home:** _____

Email: _____

Function Date: _____

Function Type: _____

Number of Guests: _____

Entertainment: _____

Catering: _____

Security: _____

Other: _____

Payment Facility

I enclose my CREDIT CARD CASH CHEQUE

For Payment of **HIRE OF THE HARRY BROWN ROOM**

Payable to: **NORTH CRONULLA S.L.S.C.** for the **total amount** of \$ _____

Or please charge my credit card: VISA MASTERCARD

Card Number _____

Expiry Date: __/__/__ Cardholders Name: _____

Signature: _____

Terms and Conditions

- 1) This Hire Agreement must be filled out for all functions to be held in this room.
No verbal bookings will be accepted.
- 2) A function deposit of \$500 is required with all bookings, payable on submission of this form.
- 3) The remaining function hire costs plus any additional staff or cleaning costs, is payable 14 days prior to the function.
- 4) No booking is deemed to be accepted until the Hire Agreement is complete and deposit monies paid.
- 5) For the duration of the function the hirer & their guests must agree to abide by all club policies and regulations especially in regards to Responsible Service of Alcohol Laws.
- 6) All guests must follow the directions of the appointed North Cronulla SLSC event manager during the function. Keys are to be locked in secure location as directed by Club.
- 7) Hirer and Catering companies are responsible for the cleaning of kitchen area and returning to the state it was found in. Any additional cleaning fees will be billed to the hirer.
- 8) North Cronulla SLSC has the right to remove or refuse entry to any person whose behavior is objectionable, improper or undesirable.
- 9) Security is required for any 21st Birthday function held at the club. This cost is to be paid by the hirer of the room. (Note: 21st Birthday hire is only available to current club members)
- 10) Security may be required for functions with over 80 people or at the discretion of the North Cronulla SLSC Board of Directors. This cost is to be paid by the hirer of the room.
- 11) All music must be turned off 10 minutes before the scheduled end of the function. All guests are requested to vacate the premises and away from the club environs half an hour after scheduled end of the function or by 12:30am at the latest. Please respect our neighbors and leave in a quiet and orderly fashion.
- 12) North Cronulla SLSC will supply all beverages and bar staff for the function. Options for payment of the drinks account will be confirmed when initial booking is made.
- 13) Any damage caused during the function is payable by the hirer of this room.
- 14) North Cronulla SLSC will not be held responsible to theft or damage of the guests' personal property or belongings.
- 15) No permanent hanging of material is permitted (Staples, nails, thumb tacs). No open flamed candles are allowed under any circumstances.
- 16) All hire gear must be removed from the premises the following day by 9:00am.
- 17) In event of a cancellation, deposits will be refunded if North Cronulla SLSC has been notified in writing to admin@northcronullasurfclub.com 14 days prior to booked event.
- 18) No refund of deposits and other fees if written notice is given less than 14 days of the booked event to admin@northcronullasurfclub.com

SIGNED (by the Hirer) _____ DATE _____

Harry Brown Room Function Bar Price List – (current as of 1/1/2015)

DRAFT BEER		PRICE
Carlton Draft or Carlton Dry	Schooner	\$4.50
Blonde	Schooner	\$4.50
Mid Strength or Cascade Light	Schooner	\$4.00
All above	Middies	\$4.00
SPIRITS		
Bourbon, Bundaberg Rum, Bacardi, Gin, Scotch & Vodka	Ready to Drink Cans	\$6.00
CIDER		
Strongbow,	Bottle	\$6.00
SOFT DRINKS		
Coke, Sprite, Diet Coke etc.	Cans	\$2.00
WATER		
Mount Franklin	Plastic Bottle	\$2.00
WINE LIST		
Sparkling Wine *		
Standard House	Glass	N/A
	Bottle	\$22.00
Premium Sparkling*	Bottle	On request
White Wine		
Club Chardonnay or Sauvignon Blanc	Glass	\$4.50
Club Chardonnay or Sauvignon Blanc	Bottle	\$15.00
Premium Chardonnay or Sauvignon Blanc	Bottle	On request
Red Wine*		
Club Red – Merlot, Shiraz, Cabernet	Glass	\$4.50
Club Red – Merlot, Shiraz, Cabernet	Bottle	\$15.00
Premium Red	Bottle	On request

* Wine type and supplier subject to change