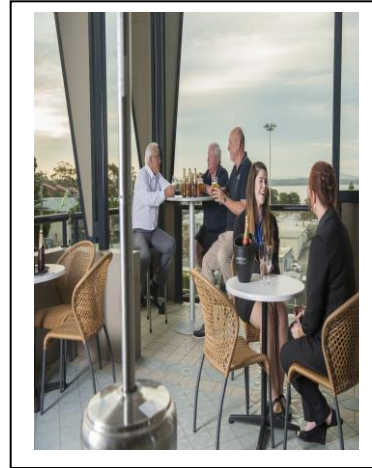


# Room Hire Information

Thank you for your enquiry regarding the Function facilities at Nelson Bay Bowling & Recreation Club. Below are the room hire rates for each of our Function Rooms & the attendance limit. If you have any queries regarding the information you have been sent, please contact Nicole on 4981 1272 or email [functions@nelsonbaybowlingclub.com.au](mailto:functions@nelsonbaybowlingclub.com.au)

## Crows Nest

**Second Level**                      **\$200.00**                      **Guests - 80 Seated max, -100 Cocktail**  
A bar is situated in the room which incurs a \$30 per hour minimum of 3 hours  
Staff subsidy if numbers fall below 50.  
The Crows Nest has a large wrap around balcony with exceptional water views overlooking the Nelson Bay District.



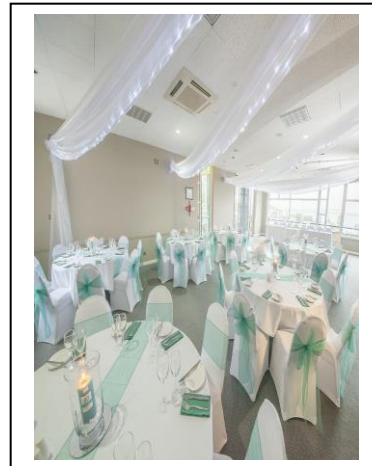
## Bay Rooms

### First Level

**East**                                      **\$100.00**                                      **Guests – 20 Seated, 30 Cocktail**  
**Board Room**                              **\$150.00**                                      **Guests – 12**

The Board Room includes a Large Flat Screened TV with HDMI connection for a Laptop, 12 ergonomic back tension adjustable mesh chairs and large Board Table.

There is not a bar in the Bay Rooms but the Bistro bar is situated within a short walking distance. A \$30 Bar subsidy is payable per hour (MINIMUM OF 3 HOURS) if the Function falls outside the normal Bistro trading hours, to keep the Bar open. The Bay rooms have a small balcony with exceptional water views overlooking the Nelson Bay district.



## Nelson Room

**Ground Level**                              **\$200**                                      **Guests – 150 Seated, 250 Cocktail**  
**Combined**                                      **\$400**                                      **Guests – 350 Seated, 450 Cocktail**

There is not a bar in the Nelson Room but the Main bar is situated within a short walking distance.

\*Room Hire is for five hours duration. All Functions must finish half an hour before the Club's scheduled closing time.

\*Room Hire for 21<sup>st</sup> Birthday's is \$400.00

## Additional Options

Whiteboard available  
Projector & Screen Hire                      **\$25.00**  
Helium Hire                                      **\$1.00 per balloon, you supply balloons**  
Chair covers                                      **\$5.00 per chair**  
DJ    **\$600.00**





# Terms & Conditions

## Club Membership

All patrons that are not current financial members of the Club must produce formal identification and sign the Clubs Temporary Members Register. For guests who live within 5km of the Club they must either become a social member at a cost of \$12 or be signed in by a member. The Client may allocate one guest to become a member, who can then sign in any or all guests. Persons under the age of 18 are restricted to the immediate function room. Anybody who cannot provide sufficient identification may be refused entry into the club and the function.

## Confirmation of Booking

Your booking is not secure until a deposit is received. The deposit will be taken as part payment for the function. Nelson Bay Bowling Club reserves the right to release the room if a deposit is not received.

## Bonds

All 21<sup>st</sup> Birthday Functions room hire rate is \$400.

All 21<sup>st</sup> Birthday Functions incur a \$500 bond payable 1 week prior to the event. This bond is fully refundable on inspection of the function room and Club Premises. Any damage done to the room or Club Premises by a guest attending the function, the cost will be taken out of the bond, if the bond is insufficient to cover costs, the balance of the repair bill will be sent to you. Please note, Management decision is final and no outside quotes will be considered.

## Cleaning Fee

A minimum fee of \$200 applies for any extra ordinary cleaning, ie: vomit, faeces etc.

## Public Holidays

An additional surcharge of \$70 per hour will apply for public holidays depending on function and service requirements.

## Final Numbers

An estimated number of attendees are required at the time of booking. Confirmation is required within 14 days of the event. Confirmation of final numbers for your catering must be paid in full 7 days prior to the event, this will be the minimum number charged. Confirmed numbers may increase but not decrease.

## Payment

All payments can be made by Cash, Cheque, Eftpos, Credit Card or Direct Deposit.

We do not except American Express or Diners Club Cards.

Additional beverage accounts and incidentals are required to be paid for at the completion of the event.

## Food and Beverage

To ensure your needs are met we require your selected menu on confirmation within 14 days of the event. Any special dietary requirements must also be advised at this time.

Food or Beverages of any kind (excluding wedding/birthday cakes) are not permitted into the Clubs premises.

There is a cake charge if you bring in a Cake.

Food or Beverages shall not be permitted to be taken away from the premises.

All bar services will cease ½ hour prior to clubs closing time to allow guests to finish last drinks and vacate premises

Nelson Bay Bowling Club Practices Responsible Service of Alcohol and will refuse Guests alcohol if they are deemed intoxicated by our Staff. Any refusal will result in the Guest being requested to leave the Club premises or face hefty fines.

The Taking away of any food is strictly prohibited.

Prices GST inclusive. Menus and pricing subject to change.

## Cancellation Policy

Should you need to cancel your function for any reason your deposit will be returned up to 3 months prior to the event. Deposits are non refundable where cancellations occur within the 3 month period.

## Personal Liability

The club takes no responsibility for any items lost or stolen on its premises and any damages done to Club property incurred by Guests at a Function will result in the Client being sent the repair bill.

**The Management reserves the right to shut down a Function without notice and without refund if Guests do not comply with these Terms and Conditions.**