



HIGHETT BOWLS CLUB INC

HIGHETT GROVE HIGHETT
P.O. BOX 79 HIGHETT 3190
ABN: 25 321 550 724 - INC No. A 7087
Email: highettbowlsclub@bigpond.com
Phone: 9555 4003
www.highettbowlsclub.net.au

VENUE HIRE AGREEMENT BETWEEN HIGHETT BOWLS CLUB INC AND

NAME.....PHONE.....

ADDRESS.....

EMAIL:.....

Circle which of these facilities you wish to Hire

Hall Only, Greens & Hall With or Without Bowls Instructors, Greens only with Instructors, BBQ

TYPE OF FUNCTION.....ESTIMATED NUMBER OF GUESTS.....

DATE.....FUNCTION START & FINISH TIMES

REQUIRED SET UP & ACCESS TIMES.....

Please note that during the Bowls Season (Oct - Feb), on Saturdays, access for Hall set up is only possible from 4.30pm.

NO BYO DRINKS ALLOWED. All drinks on the premises MUST be purchased from our Fully Licensed Bar.

The function booking will not be confirmed until you have completed this form and the Venue Hire Fees plus Security Bond are paid in full. A Cancellation fee of \$100.00 will apply if the booking is cancelled less than 7 days prior to the event.

For an evening event the premises **must be vacated by 1.00am**. Please ensure that the premises are left clean after your event and that rubbish(except recyclables) are removed. Also that tables and chairs are returned back to their original positions. Bar staff will assist you with this.

| | | |
|-----------------|----------------------------------|--------------------|
| Security Bond | | \$100.00 |
| Hire Of Hall | | \$250.00 |
| Lawn Bowls Fees | (Bowls and Instructors Included) | \$10.00 per person |

WeAgree to the Conditions & Fees stated and enclose our Cheque/Cash/ or Receipt for Direct Deposit For \$.....as full payment.

Signed..... Date.....

Signed and Accepted on Behalf of Highett Bowls Club.....

Highett Bowls Club does not have EFT facilities. For Direct Deposit payments our Bank Details are: BSB 633 108 Account Number 112767025 **Please put H/Hire and your Name in the reference line.**