

## HIRE OF WOOLLAHRA SAILING CLUB ROOMS FOR FUNCTIONS/ EVENTS

### What you hire...

- The upper club room ( which accommodates 100 – 130 people seated / 180 people standing maximum)
- The toilet and change room facilities
- **Starting at the arranged time, finishing by 1:00 am (later by agreement with WSC Committee)**
- “Other” as specified in the Room Licence Agreement

### Cost of hiring facilities....

- **\$750.00 (Winter Apr – Sept) or \$1000.00 (Summer Oct- Mar) per function ( non – refundable)**
  - **\$450.00 (Winter Apr – Sept) or \$500.00 (Summer Oct- Mar) security deposit \*( refundable within a week of the function, provided the conditions of the Room Licence Agreement are met), less the cleaning cost ( usually less than \$200 including GST )**
- \* WSC Committee may vary the security deposit depending on type of function

### If you wish to proceed to hire the facilities....

- **You need to be at least a Member of Woollahra Sailing Club. The \$750.00 or \$1000.00 hall hire fee includes the membership fee.**
- Your function will need to meet our House Committee criteria, which is stated in the Room Licence Agreement, and be accepted by the House Committee.
- You need to pay a **deposit of \$200 (non-refundable)** which will reserve the booking for the function once the House Committee has approved your function, or pay all the fees up front.
- The balance, including the security deposit, needs to be paid at least one week prior to the actual function.
- You will need to sign the Room Licence Agreement form.
- You need to return all function forms to the club office
- We would like you to meet our resident member Mr. Eric Reaver one week prior to the function and discuss with him at that time any special requirements regarding deliveries, setting up, etc (his phone number is 9371 4045 or mobile 0412 405 268).

### Special Notes....

- **That you abide by the Room Licence Agreement conditions PLUS:**
- Caterers are required to provide their own heating/ preparation systems for food. The café kitchen may or may not be available for use by the caterers as the café is a private operation. The kitchen may be available after 6pm on Saturday nights.
- All deliveries and setup of equipment can be made during the day from 10am.
- We ask that you refrain from smoking inside the function rooms. Smoking is only allowed on the balconies/ verandahs where there are smoking receptacles. Please refrain from throwing butts over the balconies as there are boats stored below, and butts burn holes in their covers.
- Banned items: tinsel, confetti, rice and glitter or similar items. We have found it impossible to clean effectively
- No drugs are to be bought or sold on the premises
- No alcohol is to be sold on the premises. Kegs are not to be rolled down the stairways.
- When/ if decorating do not use nails, staples or anything else which may become “fixed”. Use Blu Tack wherever possible and avoid anything that may peel off paint
- With a young person’s party we ask that responsible adults be present throughout the event.
- You are required to have a “doorperson” for the occasion to discourage “non-guests”. This is compulsory for teenage parties, twenty-first birthday parties and functions of that nature.
- The grounds of the club are out of bounds to your guests.
- NOISE: We ask that you keep the noise levels to an acceptable level. Should Club officials or police approach your group to reduce the noise, this must be done immediately and without argument.

### Arrangements through the office....

We will facilitate as far as possible reasonable access regarding deliveries, caterers, decorators, etc (normally after 10 am on the function day). We ask you to please make these arrangements through the office and/ or with our resident member.

We trust that you will enjoy your function. Thank you for your inquiry.

**Should you require any further information or clarification, please contact Lyn Eling at the Club Office on 9371 9805 on Mondays, Tuesdays and Sundays ( Hours 10am – 6pm).**

Woollahra Sailing Club Limited

ABN 46 000 344 178

Vickery Avenue Rose Bay NSW 2029 ~ Tel: 02 9371 9805 ~ Fax: 02 9371 9692

Web: woollahrasailingclub.org.au ~ Email: sail@woollahrasailingclub.org.au