

# REDLANDS RUGBY LEAGUE CLUB

## TERMS AND CONDITIONS OF VENUE HIRE

Name of person hiring (referred to as the 'Hirer'):

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Address:

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Post Code:

Ph:

Mobile:

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Email:

Drivers License Number:

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Additional person for contact if required:

Contact Ph:

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Type of Function:

Date of Function:

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Event Option: Fully catered event

BYO event

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Room Space: Sportsman bar

Main Bar

Whole Club

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Number of Attendees:

Function Commencing at:

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Function Finishing at:

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Special Requirements (including use of the Club's sound equipment):

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I understand that as the hirer of Redlands Rugby League Club, that I agree to comply with the terms and conditions of hire as set out below.

Hirer Signature

Club Representative Signature

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\$300 Deposit paid: -----

**Booking:**

- A non-refundable deposit of \$300 is payable with your booking form.
- You will be invoiced prior to your function for the balance of the hire.
- The balance of the hire is payable 7 days prior to your function date.
- All hire cancellation must be provided in writing. In the event, the hire is cancelled, deposit refund will be processed in line with the following percentages: >30 days – 80%, <15 days – 50% and <7 days – nil; on receipt of bank details.

**Service of Alcohol and Use of Bar:**

- As Redlands Rugby League Club is a licenced venue, it is required to adhere to Responsible Service of Alcohol (RSA) requirements. These requirements must be always observed by both Redlands Rugby League Club and the hirer.
- All alcohol served within the centre and adjacent areas associated with the hire of the centre, must be supplied and served by Redlands Rugby League Club accredited staff.
- It is an offence to bring alcoholic and non-alcoholic drinks onto licensed premises or to consume beverages within club surrounds including the fields and car park.

**Staffing:**

- The centre hire includes accredited bar staff to serve 80 guests
- Additional bar staff are required for larger events at an additional cost to the hirer.

**Entertainment:**

- All musicians, DJs and entertainers must be pre-approved by Redlands Rugby League Club.
- At all times, speakers must be located internally within the centre and noise must be kept below 92 decibels as determined by the club's liquor licence.
- Noise levels will be monitored throughout the function to ensure noise levels are adhered to.
- Redlands Rugby League Club reserves the right to adjust the volume to the required decibel limit; failure to comply with agreed noise levels may result in the music being turned off or performances ceasing.

**Smoking (includes vaping):**

- It is an offence to smoke within 4 metres of a buildings entrance, per Tobacco and Other Smoking Products Act 1998.
- It is the hirer's responsibility to be familiar with the Smoking Management Plan and to alert guests to the plan.
- If cigarette butts are found in the club surrounds a fee will be deducted from the bond.
- Smoking is not permitted anywhere within the Redlands Rugby League Club including the balcony.
- There is a designated smoking area on the rear of the building

**Substances:**

- It is prohibited for any person to use, sell, purchase or be under the influence of any illegal substance on the premises (including external areas).

**Decorations:**

- Adhesives, pins or any items or materials of similar nature are not permitted to affix decorations to the ceiling, windows, bar, fans, walls or floors.

**Conduct within the Club and Environs:**

- The hirer is to take all reasonable steps to ensure the responsible behavior of all guests.
- Persons creating a disturbance will be asked to leave the centre immediately.
- A \$250 call out fee will be deducted from the bond if the Venue Manager is required to attend the site due to unruly behaviour or abuse towards staff.
- Guest shoes must always remain on, including children.
- The use of confetti or sparkling objects and smoke machines/dry ice is not permitted; with the exception of eco-confetti.
- Candles are confined in candle holders that ensure no wax drips on tables or floors.
- We ask guests to be considerate of our neighbours and to leave in a quiet and orderly manner.

**Room Capacity:**

- Sportsman Bar: up to 50 people – standing only (bar tables).
- Main Bar: up to 200 people.
- Whole Bar: up to 250 people.

**Duration of Functions:**

- All functions are to conclude with all guests vacating the building no later than 12pm.
- Sound systems that need more than 15 minutes to pack down must finish earlier allowing for the extra time required to do so.
- Removal of all decorations, props and rubbish are required immediately after functions end to allow for our cleaning contractors to clean and prepare the club for the next event.

**Birthday Parties:**

- Management may engage licenced security staff, who will be present for the entire function.
- The number of security staff will be determined by Redlands Rugby League Club and may incur additional costs to the hirer.

**Cleaning/Damage:**

- Any additional cleaning or repairs to damage that is required as determined by Redlands Rugby League Club will be deducted from the bond.

**Bar Tabs:**

- Bar tab payments MUST be received in full 48 hours prior to the event.
- Additional tab payments can be added on the night but must be paid in full by hirer at the time of the request.
- Any requests for specific beverages must be agreed and paid for in full 48 hours prior to the event.

**Confirmation:**

- Functions will not be considered confirmed until the deposit of \$300 has been received by Redlands Rugby League Club together with acknowledgement of the above terms and conditions.
- The hirer of the centre shall indemnify and keep indemnified Redlands Rugby League Club from against all actions, claims, loss and damage of any nature whatsoever, including loss of life, personal injury and damage to property arising out of the hire or use of the Redlands Rugby League Club by the hirer