



Mairangi Bay Bowling Club Inc.

Venue Hire Agreement

11-13 Ramsgate Terrace, Mairangi Bay

Conditions of Hire

1. Bowls Club members are entitled to use the bar and lounge facilities from 4pm to 6pm on regular club days (Tuesday, Thursday, Saturday).
2. The Bar will close at 11pm and the premises vacated by 11.30pm
3. The facilities, particularly the kitchen, are to be cleaned and left in original condition prior to leaving the premises. Rubbish bags are to be used and taken away by the venue hirer. Failure to do so will result in costs being deducted from the bond.
4. No cello tape is to be used to hang decorations on the walls or over honours boards.
5. The club bar and bar staff must be used for social events. Our license does not allow for BYO alcohol to be brought to the club. Failure to comply with this requirement will result in forfeiture of the full bond.
6. All visitors **MUST** sign in as guests or be listed by the hirer in a list provided to the club prior to the event. Failure to comply with this requirement will result in forfeiture of the full bond.
7. If operating a bar tab, the full amount must be settled at the end of the function. Eftpos is available.
8. The person hiring the venue must be present at all times.
9. There is no smoking at the club, inside or outside. Smokers must go to the adjoining council car park.
10. A deposit of \$100 plus a bond of \$100 for up to 80 people, or \$200 for more than 80 people, is required at time of booking. If the booking is cancelled less than 7 days prior to the event, the deposit will be forfeited and the bond returned.
11. Full payment for both hire and bond must be made 1 month in advance of the event.
12. Please note that we will NOT accept bookings for youth functions or 21st birthday parties.
13. Payment must be made to account:
03 0180 0170233 00
Please add the hirer's surname and "venue hire" to the reference.

14. Provided all conditions are met and the clubrooms are left in original condition, the bond will be refunded within 14 days.

15. 50% discounts on clubroom and kitchen hireage apply to paid up members of the Mairangi Bay Bowling Club.

	Club Room	Kitchen Own Utensils	Kitchen Bowling Club Utensils
Small Group Hireage – up to 30 people	\$75.00	\$75.00	\$150.00
Medium Group Hireage - 30 – 80 people	\$150.00	\$75.00	\$150.00
Large Group Hireage - 80 or more people	\$300.00	\$75.00	\$150.00
Cleaning Contractor after event (if required)	\$200.00		
Bar Staff Required – under 50 people, 1 staff over 50 people, 2 staff	\$30.00 per hour \$60.00 per hour		
Playing bowls on the carpet green only	\$15.00 per player		