

# Wangi District Workers Club Limited



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11-19 Market St  
Wangi Wangi NSW 2267

## **ROOM HIRE TERMS AND CONDITIONS**

All reservations must be confirmed by first reading and understanding these Terms and Conditions.

### **Cancellations**

Cancellation of function must be made in writing and refunds will be issued as following:

- ◆ More than six months notice - 100% of Room Hire Fee
- ◆ Two to six months notice - 50% of Room Hire Fee
- ◆ Less than two months notice - no refund will be made

### **Rooms**

A security deposit of \$150 is required for both rooms which will be refunded by cheque after your function. Some functions will require a security guard at a charge of \$170 e.g. 21st and 30th birthday parties.

**The Auditorium** has a private bar which is open for a maximum of 5 hours (depending on bar usage). This room has a large dance floor and great views. Seating 200 or 400 lecture style.

Available for a fee of \$220 GST Incl. Monday to Saturday.

Sunday and public holidays \$330 GST Incl.

**The Dobell Room** is a smaller room with a great lake view. Maximum of 80 people seated for hire of this room.

3 hours tray service is available if required included in room hire.

Available for a fee \$110 GST Incl. Monday to Saturday.

Sunday and public holidays \$220 GST Incl.

This room adjoins the club kitchen and therefore noise from the kitchen can be heard in the room.

**Both rooms overlook Wangi bay giving a wonderful view of Lake Macquarie.**

### **Completion Times**

Room hire is for 5 hours.

Monday—Thursday and Sunday by 10pm.

Friday & Saturday by 11:30pm.

**Linen will need to be provided by the hirer. The club does not provide Linen.**

Suggested suppliers are:

**Bloomin Events** T/A Creative events & Boolaroo Blooms  
85-87 Main Road Boolaroo (Next Door to Bridal House) 4950 6686  
www.creativeeventshire.com.au

**Events of Elegance** 4955 8666  
eventsofelegance.com.au

Wishing Well Hire (from Club) - \$30

**Prices**

Tentative bookings are held for a period of two weeks. All reservations must be confirmed by first reading and understanding these Terms and Conditions. Completed Booking sheet and relevant room hire are then required to secure nominated room and date. If your room hire is not received within two weeks, your booking will be released for resale. Payments by cash or bank cheque payable to Wangi District Workers Club.

**Responsibilities**

Hiring charges include cleaning up, however if this is excessive, additional charges may become necessary.

***Confetti and foil cut outs are prohibited in the building, on tables and surrounding grounds. Party poppers and exploding balloons are prohibited, as are candles in holders with open sides. Tea lights must be in containers and not placed directly on tables. Helium balloons must be secured and not allowed to float to the ceiling of the auditorium. Strippers are not permitted.***

Wangi Workers Club will charge the client for any repairs to, or replacements of club property damaged or lost by the client, clients guests, invitees or other persons attending the function. This applies whether in the area reserved or any area or part of Wangi Workers Club.

The Club does not accept liability nor does the Club's insurance cover loss or damage to personal items or property that is brought onto Club premises.

No property of the club may be removed from the premises including tables, chairs, glasses.

In accordance with Wangi Workers Club RSA policy, staff reserve the right to cease the supply of liquor to any guest that is in breach of this policy.

### Beverages

A full range of beverages are available on a float basis or guests pay their own. Beverages will be charged on a consumption basis. Float is to be paid for prior to commencement of bar service. The client may express a limit in time and money for the float. We accept cash or bank cheque only.

***We do not supply non-alcohol wine. This may be provided by the client and the club will charge \$5 per bottle corkage.***

### Catering

Self catering is not permitted. All catering on the premises must be provided by the clubs contract caterer.

Function menus may be obtained from the clubs contract caterer.

An approximate number of guests is required on booking.

A guaranteed number of guests attending and payment for catering the function is required seven full working days prior to the event. Charges will be based on the number of people attending the function or the guaranteed number, whichever is the greater.

This payment may be made by cash or bank cheque made payable to Kin Tay.

All catering for functions held in Wangi workers Club are carried out by the clubs catering contractors only. Food is not to be brought onto or removed from the premises (except for celebratory cakes.) Cakes can be plated for a charge.

Further information may be obtained at the bistro during trading hours or phone 4975 3542.

**Seminars** Auditorium - \$220 up to 4 hours - \$330 up to 8 hours gst incl.

Dobell Room - \$130 up to 4 hours - \$165 up to 8 hours gst incl.

***Sunday and public holidays the above prices will be charged plus an extra \$55 up to 4 hours and \$110 for up to eight hours GST Incl.***

If you require the club to set up the room ie, theatre style the cost for setup will be \$110 GST incl.

### Equipment

Data projector and screen \$55

Lectern and microphone

Flipchart and white board

Overhead projector & screen

**Room Set Up**

The client is responsible for the set up of the room for their function with the exception of weddings.

If you provide the club with a floor plan of your required wedding set up by the Thursday prior to a weekend wedding the room will be set up to your requirements. Access to the rooms for the setting of tables, chair covers etc will be according to the trading needs of the club. Please check with the office when you will be able to gain entry.

**Club Entry**

The club requires that the client is a financial member of the club.

Please remind your guests that entrance to the club is subject to club rules.

Entry is via the front entrance of the club only. Arrangements can be made for the bridal party of a wedding to enter via the David Street door.

Identification or a membership card must be produced upon entry.

If any guests are not financial members of Wangi Workers Club and live within a 5km radius of the club, they must be accompanied by a member.

**Contact**

Further information may be obtained at the club office Monday to Friday or phone 4975 1451.