



Venue Hire Terms & Conditions of Manly Yacht Club

Updated 21-May-07

1. Use of the facility

The hirer is to ensure that nothing is permitted which is disorderly or unlawful in connection with the use of the venue.

The hirer shall, while on the premises, abide by the directives of The Big Blue staff and its representatives.

MYC reserve the right to ban and/ or have any person/ group removed from the premises where that person has, or is likely to cause injury/ damage to other persons or property.

In the event of two functions running concurrently due care and consideration must be shown to other hires and their guests.

All functions are to cease by 12.00 am. Hirers and guest must vacate the premises by 12.00 am.

No exclusive use can be granted of any public area outside the confines of the function room & adjoining deck.

2. Observance of Booking Period

Observation of the allocated booking times is important to avoid clashes between the various hirers who use the venue. The venue must be vacated on or before the agreed time otherwise additional rates will apply.

3. Care of Premises

The premises and facilities must be left in a reasonably clean and tidy condition by the hirer prior to vacating the premises.

4. Music and Noise

Music and noise are to be restricted to a reasonable level. All music and noise must cease by 11.30 pm or the bond fee will be forfeited.

The level of noise emission from any Moby Disc, DJ or activity within the facility shall not exceed normal background noise level, when measured at the nearest boundary of any residential property or by MYC security staff. Live amplified music (including pipe bands and brass bands) is not permitted as part of regulations imposed by Council.

5. Licensing

A responsible service of alcohol policy applies at all times. No persons under the age of 18 years shall be served with or allowed to consume alcoholic liquor. No alcohol is to be consumed outside the premises or in public areas. The hirer or hirers shall be responsible for the good conduct of those attending the function.

6. Damage and Repairs

The hirer will be responsible for any expense in connection with repairs, breakages or loss of equipment and improper use of safety equipment and or cleaning which may become necessary as a consequence of the booking.

MYC reserves the right to determine the cost of any damages and/or extra cleaning necessary, above and outside what is normally expected following usage of the venue. This in particular relates to wine/wax spilt on carpets/flooring and damage to chairs and tables. In the instance of wine/wax spilt on carpets the additional cleaning cost is in the region of \$330 in GST which will be charged to the hirer. Chair covers will be charged at \$100 per chair for repair. Indoor blue chairs must not be stacked.

We reserve the right to bill the hirer on their credit card for additional costs.

7. Insurance

The hirer if an incorporated body must have a public liability insurance policy noted, endorsing the venues interest in the function. The hirer should have their own insurance for any items of value brought into the venue.

8. Property

The venue should not be responsible for any loss or damage to any property belonging to either the hirer or any person in the facility at the invitation of the hirer.

The hirer is not permitted to remove or relocate any property or items in the Venue not belonging to the hirer without written consent from the venue manager and venue.

9. Decorations

Decorations may only be put up with proper permission and under the supervision of the venue manager or their agents.

10. Safety

No items shall be placed in front of or obstruct clear access to the fire exits. Due care must be taken by guests.

11. Children

Children on the premises are to be supervised at all times by a responsible adult. Hirers must ensure that children are not placed at risk upon entering or leaving the venue grounds.

12. Animals

No pets or animals are allowed in these premises.

13. Walls, Alterations or Painting

The hirer shall not affix nails, screws, bills, decorations, bunting or draping which in any way defaces the building or premises.

14. Prohibitive Substances

The hirer is not permitted to take into or use the following substances within the venue and grounds:

- Any type of firework or flammable substance
- Any chemical deemed toxic or dangerous.
- Smoking is not permitted in the Club room or in any indoor areas of MYC, smoking is however permitted on the deck outside

15. Uncollected Goods

All items of property owned by the hirer must be removed from the venue on or before the agreed vacation time unless special arrangements have been made otherwise.

Any goods left in the premises after occupancy may be removed and disposed of at the discretion of the venue manager without compensation to the owner or person responsible.

16. Breach of Agreement

The venue manager reserves the right at his sole discretion not to approve any application or to cancel the agreement at any time for any breach of policy or procedure. Failure to comply with the requirements of this policy will be regarded as a breach of agreement, giving the venue the right to sue for recovery of any amount due or to cancel all or any such future bookings.

17. Confirmation of Booking

Confirmation of booking must be made in writing with the venue hire fee within 10 days of the original reservation. Otherwise management reserves the right to allocate the venue to another client.

18. Billing and Terms of Payment

The client must pay the full amount at time of booking required date. Payment must be made by Bank Cheque, Cash, Credit Card or Direct Lodgement.

19. Cancellation

In the event of a cancellation the following fees will apply:

- Notice of 90 days or more – 90% of fee refunded
- Notice of 60 to 89 days – 50% of fee will be refunded
- Notice of less than 60 days – no refund.

20. Security

Security for your event can be provided at \$50 per hour. Security is at discretion of venue managers.

21. Naked Flames

Naked flames e.g. candles are not permitted at MYC, please see point 6 re additional charges for removal of candle wax. A suggestion is if having decorations to utilise storm candles and prevent wax spilling on carpet/flooring.

22. Caterers & Self Catering

Venue management reserve the right to refuse any caterer access to the building if they believe that their actions may cause damage or loss to MYC.

23. 18th & 21st Birthday parties

There will be no 18th or 21st birthday parties.

23. Fee for Hire of Venue

Hall Hire	1 Oct to 31 March \$1500 inc GST per day
	Friday to Sunday plus Security & Cleaning
	1 April – 30 Sept \$1100 inc GST per day

	Friday to Sunday plus Security & Cleaning
Members	\$600 plus Cleaning and Security
	Monday to Thursday \$440 inc GST per day (Members \$200 per day)
Corporate	\$55 per hr inc GST
Cleaning	\$150 inc GST
Security	\$220 inc GST or \$55 ph (all parties & weddings with music)

*** GST of 10% has been included in prices quoted.**