



City of Perth SLSC CONDITIONS OF HALL HIRE (2010/12)

1. Hiring of the Hall, including furniture and equipment shall be at rates set by the Club from time to time and detailed in the Schedule of charges.
2. The Hall may be reserved in advance on the payment of a nominated deposit payable under the Schedule and the balance of the hire charge must be paid 14 days prior to the date of engagement. If such balance be not paid before 14 days prior to the engagement as set out above, the deposit shall be forfeited and the booking shall be automatically cancelled.
3. The Club reserves the right to refuse to let the Hall to an applicant for hiring, without assigning any reason for such refusal.
4. The Club may any time without penalty, cancel any Agreement for hiring of the Hall. Such action would be taken in the event of extreme necessity, notice of cancellation would be given at the earliest possible date and the amount paid by way of deposit refunded. The Hirer shall have no claim whatsoever against the Club for the cancellation.
5. The Hirer shall comply with all laws and regulations including the Licensing Act. If, in the opinion of the Club all necessary actions have not been taken to comply with such requirements the Club may, prior to or during the term of the engagement, terminate the engagement.
6. All commercial service of alcohol must be run under the Club license by the City of Perth Surf Life Saving Club and nominated staff, with all monies gained going to the club trust account.
7. The Hirer shall not attempt to apply for any trading permits or special incenses. The Club holds all liquor licensing for the facility.
8. In the event of any breach under the preceding Clause, the Hirer shall forfeit the full amount payable for the hire, as if the hire had been duly fulfilled, and the Club shall not be responsible to the Hirer for any loss or damage incurred by the Hirer.
9. Decorating the hall is authorised. However, the driving of tacks, nails or screws etc into any of the woodwork or walls or any part of the building, furniture or fixtures is strictly forbidden. All decorations must be removed at the completion of the function. The type of decoration must be specified on the application form.
10. Hirers may not move plant furniture or fittings from the immediate precinct without previous arrangements with the Club.
11. No person misbehaving or intoxicated shall be permitted to enter or remain in the Hall.
12. The Hirer of the Hall shall maintain and keep good order and decent behaviour, within the Hall and shall be solely and entirely responsible for the carrying out and compliance with the requirements of these conditions and for any damage done to the Hall, buildings, fixture fittings, furniture etc., and shall pay such damages as may be assessed by the Club, to the Club.
13. Any authorised representative of the City of Perth Surf Life Saving Club (Inc) shall, at any time be permitted free ingress to the Hall building and every part thereof, and shall be given every facility for the enforcing of these conditions.
14. The Club kitchen and facilities such as BBQ's must be returned to the same condition as prior to the function, that being all surfaces are to be cleaned and the floor to be mopped. All rubbish is to be cleared and bins emptied into the Council collection bins situated outside the kitchen doors. *If these conditions are not met a deduction, equivalent to the cost of the Club returning the facilities to the same condition as prior to the function, will be made against the bond.*
15. Functions that are held on a Saturday evening must ensure that any equipment which is not removed at the conclusion of the function may only be stored next to the stage area. No equipment may be stored in the kitchen.
16. All breakages and damages including keys lost must be reported. Repairs or replacements will be charged to the Hirer.
17. Club Honour Boards, photos, memorabilia etc must not be interfered with in or altered in any way.
18. In the event of any breakdown in services, utilities, equipment etc., the Club will accept no responsibility, however the Club undertakes to exercise every care and precaution in this regard.
19. If any function is found not to be that as stated in the Application Form, all monies will be forfeited immediately.
20. No smoking is allowed in the building; this includes the hall and balcony area. Persons wishing to smoke may do so only outside the building.
21. All outside areas in the immediate vicinity including car parks must be kept glass and rubbish free and this will also be the responsibility of the Hirer.
22. Functions are to be concluded by midnight, or as stated on the hire application form.
23. All parties over 50 guests must hire one security guard per 50 guests attending.
24. All parties over 50 guests must notify Wembley Police Station of the intended function one week prior to the event.

25. NO 18th or 21st parties are allowed.

Cancellation Policy

Should the booking be cancelled prior to the allocated date, the deposit and the balance of the hire fee will be forfeited unless another booking is taken on that allocated date. The balance will be refunded on the acceptance of another booking on the said date.

Other Conditions

- A deposit is required to secure the booking. Should an application be declined then any deposit paid will be refunded in full.
- Full Hire Charges, including the Bond, must be paid 14 days prior to the function.
- The Bond will be returned within 10 days after the function less the cost (if any) of additional cleaning, repairs or damage.
- Acceptance of these conditions will be acknowledged that the bond will be placed in an interest bearing deposit account until its refund and the interest obtained will be non refundable.