



**SPENCER PARK SURF LIFE SAVING CLUB**

**GENERAL HIRE OF THE FACILITIES – Casual - No Bar facilities**

BOOKING CONTRACT

1. The club facilities are limited to 80 people seated.
2. We are required by law to have the premises vacated and secured by 12.30am.
3. As a casual general hire, under no circumstances is there to be any alcohol consumed on the premises
4. We do not allow any fixings fastened to the walls (nails and tape) as this can damage the paintwork.
5. Spencer Park SLSC takes no responsibility for any actions or consequences resulting from the hiring of the facilities.
6. Spencer Park SLSC will not take any liability for any action resulting from laws or regulations that are broken.
7. Any damage to building, fittings, club member's property etc is the hirer's responsibility to immediately repair to the original condition and pay for this.
8. We require all rubbish, belongings and decorations to be removed from the premises on your departure. Club bins are not to be used for rubbish dumping.
9. On departure we require a general tidy and furniture put back where you found it. If you are using the kitchen you must clean/put away crockery and wipe the benches.
10. Fee categories are at the discretion of the Spencer Park SLSC committee
11. Club Hire may be charged at an hourly rate, daily rate or at a fixed price as mutually agreed by both parties
12. On Confirmation of availability, a non-refundable deposit will be required to secure your booking.
13. An Invoice will be provided and must be paid in full 14 days prior to the venue hire date

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As hirer of the Spencer Park SLSC clubrooms on the date indicated below, I confirm I have read the Terms and fully agree to the conditions above:

Signed \_\_\_\_\_ Dated: \_\_\_\_\_

**Booking details:** Contact Name: \_\_\_\_\_

Business/Club Name: \_\_\_\_\_

Date of hire: \_\_\_\_\_ Hours of hire: \_\_\_\_\_

Nature of Event: \_\_\_\_\_ Number of attendees: \_\_\_\_\_

Email: \_\_\_\_\_

Contact phone: \_\_\_\_\_

Confirmed cost of hire: \_\_\_\_\_

Any Additional information: \_\_\_\_\_  
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A non-refundable deposit of \$100 is to be paid within 10 days to confirm this booking. This can be paid directly to: Spencer Park Surf Life Saving Club – Westpac 03-0854-0585313-00

Reference: Booking Name

Please refer any queries regarding this booking to Jo McGregor – [treasurer@spencerparkslsc.org.nz](mailto:treasurer@spencerparkslsc.org.nz)