



Enquiries: ashley@rydex.net.au

Terms and conditions for hiring

Hirer

The hirer must be a current financial member of the Ryde Ex Services Club Ltd and be responsible for the entry of all guests. Persons entering the Club must either be a financial member or be signed in and accompanied by a member.

The hirer is the person engaging the club in using the premises to hold a function and is the person responsible for the function.

All the Clubs function rooms are non smoking. Smoking areas are available for guests who may smoke.

No food or beverage whatsoever is to be brought into or to leave the premises of the Ryde Ex Services Club at any time. (Exceptions may be made in regards to birthday, wedding, engagement, etc cakes if pre –arranged with management. Conditions will apply.)

Dress rules do apply so all guests must comply with these rules.

Tentative bookings and confirmation of Bookings and Payments

We are able to place your name on the date as a tentative booking however the first party to pay their deposit/room hire will be confirmed the hirer of the room. The Ryde Ex Services Club will endeavour to inform all potential hirers by email/phone when this occurs and will not be responsible for any problems that may occur as a result.

Full settlement of the account is required on or before the day of the function. Exceptions may be made; however this must have the Club Managers approval. Please note we do not take Amex or Diners cards.

Cancellation

In the event of a cancellation, 6 or more weeks written notice, or verbal confirmation with Functions Coordinators or Duty Managers must be given to be eligible for a full refund of your deposit/room hire. Notice of 3 – 6 weeks will incur a refund of 50% of deposit, notice of 3 weeks or less and no refund will be given. This is to ensure we are able to maximise our venue availability for our members and guests. All refunds are available as cash only.

Guaranteed Numbers

Preliminary details should be provided at the time of booking.

The Club requires a guarantee of numbers at the very latest four (4) working days and preferably 7 days prior to the function. This will be regarded as the minimum number for the catering and charged accordingly and is not negotiable. The Ryde Ex Services Club will not be responsible if the numbers confirmed are not reached.

Prices

The Ryde Ex Services Club reserves the right to alter prices in accordance with club policy after the time the booking is made. The club will endeavour to inform all parties concerned however will not be liable if this is not possible.

RYDE EX SERVICES CLUB TERMS AND CONDITIONS

Time

Access to the room for set up & then pick up of equipment will depend on availability, please discuss this with your function coordinator.

Functions are to cease at Midnight and all music to cease at 11.30pm, unless prior arrangements have been made with management. A charge of \$100 per hour will apply for functions extending after the five hour hire fee.

Insurance

The Ryde Ex Services Club does not take responsibility for any damage, injury or loss of personal items before, during or after a function.

Responsible Service of Alcohol

- The Ryde Ex Services Club staff are obligated to adhere to strict “Responsible Service of Alcohol” practices when providing beverage service to patrons.
- A copy of the clubs RSA traffic light policy governing behaviour standards is attached for your information.
- Management reserves the right to refuse service or evict intoxicated or troublesome persons.
- The hirer is responsible for the behaviour of his/her guests.

Under Age/Minors attending Functions

The Ryde Ex Services Club has strict rules regarding under age persons at functions and will not tolerate underage drinking at the venue. **The hirer is responsible for the behaviour of his or her invited or uninvited guests.**

At the discretion of Club Management, functions that have under 18's where alcohol is served may need to wear a coloured bracelet for identification. Upon entry of the function security will check guests for proof of age identity & those people being under 18 yrs of age will be required to wear a bracelet.

If a person is found to be underage and drinking at the function or in the club then that person will immediately be removed from the premises regardless of their connection to the function.

If a person is found to be underage and drinking at the function or in the club then the manager on duty will have the authority, and it will be up to their discretion, to decide if the function should be terminated early. It is strongly advised that this option will be exercised in the event of underage drinking.

Damage and behaviour

Any damage reported to club property will be assessed and payable by the hirer on the night or within seven days after the cessation of the function. The hirer is responsible for the behaviour of his or her invited or uninvited guests

A \$700.00 holding bond will be required before some functions as a surety against damage to the club. This will be decided by management before the function.

If it is deemed that the behaviour of patrons and or damage to property at a function is inappropriate then the manager on duty will have the authority, and it will be up to their discretion, to decide if the function should be terminated early.

Any bond that has been left with the club will be held until such a time as assessment is made of the damage to club property and the costs incurred. If the damage costs exceed the bond left with the club then the extra costs will be charged to the hirer and payable within seven days.

The Ryde Ex Services Club will use only their own contractors for repair or replacement work and will provide a copy of all invoices for damage of repairs.

Termination of a function

If the manager on duty deems it necessary to terminate a function early then all monies agreed upon for food, beverage and hire will be payable immediately and before the organiser has left the club.

RYDE EX SERVICES CLUB TERMS AND CONDITIONS

The manager on duty will need to call the club manager, or his representative, for authority to approve the termination of the function and once approval is given the decision will be final.

Managements' decision in these matters will be final.

Terms and conditions

A copy of these terms and conditions is made available to all hirers when booking a function and this agreement will be binding to all people hiring the club for a function.

Terms and conditions agreement

All prices are indicative of rates at time of print and may be subject to change. FUNCTION AGREEMENT FORM

Please sign, date and return the terms and conditions agreement to the Functions Coordinator with the deposit/room hire payment to confirm your booking.

I: _____

Of Address: _____

Home Phone: _____ **Work Phone:** _____

Mobile: _____

Email: _____

Have read and accept the terms and conditions of hiring the Ryde Ex Services Club Ltd.

Signed: _____

Date: ___/___/___

Date of Function: ___/___/___

Club representative _____

Date: ___/___/___

Room hire paid - Yes / No Receipt number -

DRESS REGULATIONS
















Please help the Ryde Ex Services club to maintain a clean and friendly club by adhering to the following dress regulations.

In line with club policy our dress rules are relaxed for comfortable and easy living styles. Appearance must be clean, neat & tidy at all times.

Management decisions shall be final in all matters relating to dress rules.

Please note that bare feet are only allowed when bowling on the greens, thongs and dress singlets are allowed for bowls functions and permitted in the Phoenix room up until 7pm in the evening.

The following dress is **NOT PERMITTED** at any time in the club.

				
FOOTBALL SHORTS, STUBBIES	OFFENSIVE T-SHIRTS	UNTIDINESS, FADED OR FRAYED CLOTHING	BARE FEET	THONGS, SCUFFS, SPORT SHOES
				
SINGLETS ON MEN	REVEALING SINGLETS ON WOMEN	SWIM WEAR	BASEBALL CAPS	WORK OVERALLS
				
LEOTARDS	BIKE SHORTS	TRAINING APPAREL	TORN OR DIRTY JOGGERS	OFFENSIVE PERSONAL HYGIENE

We want you to feel comfortable and help the club to maintain its standards.

RESPONSIBLE SERVICE OF ALCOHOL TRAFFIC LIGHT POLICY

The Red Zone

WE DO NOT WANT YOU TO GET IN THIS ZONE.

IF YOU DO - YOU MAY

- *HAVE TROUBLE WALKING*
- *HAVE SLURRED SPEECH*
- *BE ARGUMENTATIVE AND*
- *HAVE TROUBLE READING THIS POLICY*

- ➔ *WE WILL NOT SERVE YOU ALCOHOL*
- ➔ *YOU WILL BE ASKED TO LEAVE AND SO WILL*
- ➔ *YOUR FRIENDS IF THEY CONTINUE TO SUPPLY*
- ➔ *YOU ALCOHOLIC DRINKS!*
- ➔ *REFUSAL TO COMPLY MAY RESULT IN THE*
- ➔ *SUSPENSION OF YOUR MEMBERSHIP AND/OR*
- ➔ *POLICE INVOLVEMENT*

The Amber Zone

IF YOU REACH THIS ZONE – THERE MAY BE SOME

- *NOTICEABLE CHANGES IN YOUR BEHAVIOUR – YOU MAY*
- *BE GETTING LOUDER*
- *BE OVER FRIENDLY*
- *BE ANNOYING TO OTHERS AND CUSTOMERS MAY*
- *BE COMPLAINING ABOUT YOU*

- ➔ *WE RESERVE THE RIGHT NOT TO SERVE YOU*
- ➔ *ALCOHOL*
- ➔ *YOU MAY BE ASKED TO LEAVE AND SO WILL*
- ➔ *YOUR FRIENDS IF THEY CONTINUE TO SUPPLY*
- ➔ *YOU ALCOHOLIC DRINKS!*

The Green Zone

*WE WILL ENDEAVOUR TO KEEP YOU IN THIS ZONE
CARRY ON ENJOYING YOURSELF*

