



Condobolin RSL Club Ltd
 ABN 38 000 864 120
 Ph: (02) 6895 2113
 P O Box 159 Condobolin 2877
 20 McDonnell Street Condobolin 2877
 E: admin@condobolinsrlclub.com.au

FUNCTION BOOKING REQUEST FORM - Complete & return to Club

Contact Details:

Business Name: (If applicable).....
 Contact Name:.....
 Address:
 Phone No:..... Mobile No:.....
 Fax No:..... Email Address:.....

Function Details:

Date:..... Type (eg. Meeting, Wedding):
 Arrival Time:..... Departure Time:.....
 No. of Guests:..... No. Guests under 18 years:

Type of Bar Alcohol Soft Drink Tea/Coffee Not Required

Beverage requirements (if applicable):.....

Start time for bar:..... Close Time (subject to conditions):

If you require a dry bar please advise amount and requirements such as variety of beer, wine & soft drinks.

Dry Till Amount:..... Requirements: (Beer Wine Spirits etc.).....

Function Room Requirements:

Function Room: Auditorium -250 Blue Room - 40 Boardroom - 20 Restaurant - 40

Room Setup: U-Shape Theatre Classroom Banquet

Equipment: Whiteboard Data Projector Microphone Lectern

Catering Requirements:

Please talk to our Chef (68953842) regarding food needs. We are able to assist with menus for all budgets and dietary needs including canapes, a la carte, buffet etc. depending on style of function. **Outside food is not permitted.**

Function Room Costs:

| | | |
|--------------------------------------|-----------------|--|
| <u>Auditorium:</u> | | (Prices may be varied for charity/community groups) |
| (Wedding & parties) | - | \$200:00 |
| (Meetings) | - | \$150:00 |
| <u>Blue Room/Restaurant</u> | | |
| (Parties) | - | \$100:00 |
| (Meeting) | - | \$ 55:00 |
| <u>Board Room: (Meetings)</u> | - | \$ 45:00 |
| Linen Table Cloths - \$12 | How many? | Projector - \$25 |
| | | Whiteboard/Screen - \$10 |

The use of glitter, sparkles, rice or confetti on tables or in the function rooms or club areas is not permitted, a \$100 fee will apply for cleaning.

FULL PAYMENT IS REQUIRED PRIOR TO FUNCTION GOING AHEAD.

Other requirements:

I acknowledge that I/We will comply with Responsible Service of Alcohol Regulations & other legislation governing licensed premises. The organizer takes full responsibility for any damage caused by them or other persons attending the function. The Condobolin RSL Club reserves the right to charge a bond & close the function if poor behaviour is to occur.

Name:..... Signature:..... Date:.....