

P.O Box 25-070
259

Riddell Rd
St Heliers Bay

Glendowie

Auckland



Phone (09) 575-6613

Auckland

Application for Hire of Premises

Name: _____

Address: _____

Phone: _____

Email Address: _____

Event being held: _____

Date of Event:/...../.....

Hours of Event from: _____ to: _____

Estimated no. of people attending: _____

Age group of people attending: _____ - _____ years

Would you like a referral to our chef? Yes / No

If NO, details of food being served: _____

To hire the club facility for an event you must be a member of the club:

Membership number: _____

HIRE CHARGES:

Venue hire	\$300.00
Special License	\$ 70.00
Staff Hire	\$300.00 (This charge is for 1 Bar Manager and 1 Bar Assistant for 50 guests)
Cleaning Fee	\$120.00

Charges may be paid at the Bar or by direct credit into our Bank Account:
ASB 12 3027 0275585 01 The Churchill Club Glendowie Inc

BOOKING REQUIREMENTS:

This application must be filed thirty clear working days before the hire date and be accompanied by a non-refundable deposit of \$300.00 (Including GST) for club members.

CONDITIONS OF HIRE:

- The applicant agrees to accept full responsibility for any damage - breakages or undue mess caused at the function and agrees to pay any costs incurred. The applicant is responsible to arrange for any insurance cover which is required.
- The applicant also agrees that security will be in place to stop unwanted or uninvited guests entering the premises and that the function remains inside the hall and that there will be no excessive noise outside the premises during the function or when leaving.
- The Club is not available for 21st celebrations.
- The applicant agrees to have the Club decorated and fully ready to start their function by 4pm.
- The applicant agrees that Club members are entitled to be on the premises until 7pm.
- The Club is not available for hire on Friday nights or any night of a large sporting event.

Signed by applicant:

Date...../...../.....

Committee Approval:

Date...../...../.....

www.churchillclub.co.nz