



## Conditions relating to the hire of the Club for Private Functions by Members or Non-Members

All Club Hire shall be at the discretion of the Club Committee, bearing in mind that Club Activities take precedence over other matters.

### Hire by Club Members:

- For the purposes of private hire, a 'Club Member' is considered to be any person who has held Full Senior or Superannuate OCC Membership for at least one year prior to the hire date. This does not include Affiliates of Full Members.
- A hire charge of **\$75+GST paid in advance** shall apply.
- In addition a **bond of \$150 shall be paid**. This bond money will be refunded, in whole or in part, subject to the Club being left in a clean and tidy condition at the end of the hire. In practice, this means:
  - Plates & dishes returned to kitchen (where appropriate)
  - Glasses returned to bar (where appropriate)
  - Tables wiped
  - Floors vacuumed (vacuum cleaner under VHF, next to office)
- Where liquor is to be sold by a cash bar or included in the price of a ticket or any other form of exchange (e.g. tokens) a Special Licence will be required.\*
- Where liquor is to be sold/supplied, the Club's Bar Services shall be used.
- Where food is to be served the Club Caterer shall have first right of service.
- Where the Club Caterer is not being used, special arrangements must be made in respect of using the Kitchen and Equipment; cleaning, breakages and any other matters raised by the Club or the Club Caterer.
- Note: Food must be available at all times when liquor is being sold/supplied or consumed on Club premises.
- The hirer shall be responsible to ensure that no member of the public enters on the premises during the period of the hire.
- The Club shall be responsible for all matters relating to the Sale of Liquor Act 1989 and amendments.

\*A Special License will normally be applied for by the Club with the appropriate Fee being charged to the Hirer.

## **Hire by Non Club Members or Corporate Entities:**

- A hire charge **paid in advance** shall apply. Hire charges are as follows:
  - Non-members & Supporters - **\$250+GST** (bond applies, license fees may apply)
  - Local business - full day - **\$150+GST** (license fees may apply)
  - Local business - half day - **\$75+GST** (license fees may apply)
  - Out of town (i.e. non-BOI) business - **\$250+GST** (license fees may apply)
  
- In addition a **bond of \$150 shall be paid**. This bond money will be refunded, in whole or in part, subject to the Club being left in a clean and tidy condition at the end of the hire. In practice, this means:
  - Plates & dishes returned to kitchen (where appropriate)
  - Glasses returned to bar (where appropriate)
  - Tables wiped
  - Floors vacuumed (vacuum cleaner under VHF, next to office)
  
- Where liquor is to be sold by a cash bar or included in the price of a ticket or any other form of exchange (e.g. tokens) a Special Licence will be required.\*
  
- Where liquor is to be sold/supplied, the Club's Bar Services shall be used.
  
- Where food is to be served the Club Caterer shall have first right of service.
  
- Where the Club Caterer is not being used, special arrangements must be made in respect of using the Kitchen and Equipment; cleaning, breakages and any other matters raised by the Club or the Club Caterer.
  
- Note: Food must be available at all times when liquor is being sold/supplied or consumed on Club premises.
  
- The hirer shall be responsible to ensure that no member of the public enters on the premises during the period of the hire.
  
- The Club shall be responsible for all matters relating to the Sale of Liquor Act 1989 and amendments.

\*A Special License will normally be applied for by the Club with the appropriate Fee being charged to the Hirer.

## **Bookings**

Any person who wishes to hire the club for a private function can enquire with the Club Secretary by calling 09 402 6924 (if no-one answers, please leave a detailed message), or email [secretary@opuacruisingclub.co.nz](mailto:secretary@opuacruisingclub.co.nz).