



## FUNCTIONS AND EVENTS - TERMS AND CONDITIONS

### LICENSED PREMISES

The Groundz is a fully licensed premises. Due to Responsible Service of Alcohol and NSW liquor laws, no alcohol is to be brought onto the premises.

### CATERED PREMISES

When hiring the Main Bar and Upstairs Function Room, you have the option of BYO or organising a catering package through one of our preferred caterers. Note: food (full meal) must be provided to guests and is a requirement of your booking.

### CHILDREN

All areas of the Groundz are family friendly, however we do not cater to children. A responsible adult must always supervise children. Failure to supervise children may result in removal from the premises.

### BOOKINGS & PAYMENT

To confirm your booking at the Groundz, the Hire Fee must be paid in full on the website, along with any refundable bond amount required. If applicable, catering must be paid directly to the caterer at least one week prior to your function. Bar Tabs must be settled at the conclusion of the function or event. Public Holidays incur a 15% surcharge. Upon payment, you agree to the terms and conditions listed within this document for your function or event at the Groundz. These terms and conditions are subject to change without notice.

### FINAL NUMBERS

Where applicable, final numbers and menu selection must be confirmed at least one week prior to your function. Any additional numbers will be charged accordingly on the night by the Caterer however there is no guarantee that the caterer will have produce on hand to accommodate.

### MINIMUM SPEND

There is no minimum spend option offered for the Main Bar or Upstairs Function Room. A hire fee applies, and food and beverages are to be paid separately.

### CANCELLATION

If a confirmed booking is cancelled with less than two months' notice, a 25% cancellation fee applies to the total fee. If a confirmed booking is cancelled with more than two months' notice the payment may be carried over to another date or event. If a confirmed booking is cancelled with greater than four months' notice a full refund of the payment will be provided.

### PERSON UNDER 18 YEARS OF AGE / IDENTIFICATION / RESPONSIBLE SERVICE OF ALCOHOL

Guests under the age of 18 are permitted to be on the Groundz premises when in the company of a responsible adult. Hirers of the function or event will be held responsible for all guests under 18 years. Alcohol must not under any circumstances be supplied to a minor. The Groundz staff will



refuse to serve alcohol to any guests unable to show suitable proof of age identification and in addition reserve the right to refuse service to anyone showing anti-social behaviour or signs of intoxication.

### **EXCLUSIONS**

Due to the Groundz being a licensed premises. We do not accept children's birthday parties, 18<sup>th</sup>'s, christenings, or naming ceremonies. We also don't permit 18<sup>th</sup> birthday parties.

Note: whilst we do accept 21<sup>st</sup> birthday parties, a security guard must be added to the booking at a cost of \$45 per hour.

### **MUSIC AND ENTERTAINMENT**

Approval must be given by the Groundz for all entertainment e.g., DJ, musician etc. We reserve the right to refuse any entertainment that we deem to be inappropriate.

### **BUMP IN / BUMP OUT**

For all bookings, the space will be available 30 minutes from side of the start and 30 minutes from the finish time; if you require deliveries to occur outside of these times, please advise us prior to your function or event. We have limited storage on site, thereby any items must be delivered during the bump in / bump out times. Please note, items onsite are at your own risk; and the Groundz accepts no liability for loss or damage of property.

### **FURNITURE**

There is an opportunity for furniture to be moved within the Main Bar and Upstairs Function Room. Please contact the Groundz to see approval prior.

### **DECORATIONS**

No decorations are to be fixed to the walls or ceiling and any flowers and table arrangements, balloons, photos boards etc. must be free standing i.e., standalone structures.

### **RESPONSIBILITY**

Upon booking confirmation and payment, you accept financial responsibility for any additional cleaning, breakage, or damage to the premises as a result of yourself and your guests. In addition, the Groundz will not accept responsibility for loss or damage to personal property left within the Groundz during or after the function or event.

### **SECURITY AND PROPERTY SURVEILLANCE**

The Groundz conducts CCTV and digital surveillance of its entire premises. The Groundz may use or disclosure CCTV and digital surveillance for security purposes to law enforcement for use in connection with the detection, investigation or prosecution of an offence, disclosure for a purpose that is directly or indirectly related to the taking of civil or criminal proceedings or use or disclosure that is reasonably believed to be necessary to avert an imminent threat of serious violence to persons or of substantial damage to property. By booking you agree to this policy.