



CORPORATE EVENTS

02 4362 1104

functions@ourimbahrsl.com

www.ourimbahrsl.com.au

6-20 Pacific Highway, Ourimbah



ROOM OPTIONS

PRIVATE ROOMS

Acacia In-room TV	Seats 40	\$160
----------------------	----------	-------

Ourimbah	Seats 36	\$160
----------	----------	-------

Bellbird In-room TV & Mircophone	Seats 54	\$180
-------------------------------------	----------	-------

Wattle Upstairs - Lift available Full AV Capabilities	Seats 70	\$180
---	----------	-------

Board Room	Seats 10	\$150
------------	----------	-------

EQUIPMENT HIRE

Early Arrival Fee - for entry before 10am per hour, or part thereof	\$45
--	------

TV Hire Presentation must be .mp4 or .mov Connection to laptop via HDMI	\$20
---	------

Data Projector	\$40
----------------	------

Large Whiteboard & Markers	\$15
----------------------------	------

Flipboard & Markers	\$30
---------------------	------

Notepad & Pen	\$2.50 pp
---------------	-----------

Microphones, and lecturns available on request.
Equipment Box containing cables available for loan from reception

CATERING OPTIONS



FINGER FOOD

Hot Finger Food - Option 1

20 x Mini Sausage Rolls
20 x Petite Beef Pies

20 x Spring Rolls
20 x Crumbed Calamari Pieces

\$120

Hot Finger Food - Option 2

20 x Mini Sausage Rolls
20 x Petite Beef Pies
20 x Spring Rolls

20 x Flathead Fillets
Seasoned Wedges

\$140

Hot Finger Food - Option 3

20 x Mini Sausage Rolls
20 x Petite Beef Pies
20 x Chicken Nuggets
20 x Crumbed Calamari Pieces

10 x Chicken Wing Dings
20 x Mixed Petite Quiches
10 x Mixed Pasties
Seasoned Wedges

\$150

Platter of Chicken Wings

Honey Soy Marinade

\$70

Platter of Seasoned Wedges

\$70

Platter of Fresh Sandwiches

Assorted - 40x quarters

\$80

Platter of Fresh Gluten Free Sandwiches

Assorted - 20 halves

\$95

Platter of Assorted Cake

Banana, Chocolate & Vanilla - 30 slices

\$90

Platter of Seasonal Fruit

\$100

Instant Tea & Coffee Station

\$75

Please note amenities are located on the ground floor only
Room hire limit of 8 hours. Deposit payment of room hire is required to secure booking.

Full payment due 7 days prior to Event.
Payment can be made via cash, Eftpos (1.2% surcharge) or bank transfer

TERMS & CONDITIONS

The Venue

The Club presents its facilities and equipment in a good state of repair to the hirer. The Club reserves the right to seek compensation from the hirer for any damage caused to the venue as a direct result of misuse of the Club's facilities by the hirer or their guests. An excess cleaning fee of \$200 will apply if cleaning beyond reasonable normal standards is required.

Decoration - no decorations or objects, and no adhesive or blue-tac, are to be attached to any wall or ceiling. An excess removal, cleaning, or repair fee of \$200 will apply.

Hours of Operation

The Club's function ordinary hours of operation are Sunday to Thursday 10am - 9pm and Friday and Saturday 10am to 10pm.

Registered Clubs Act

The Registered Clubs Act requires that all persons (over the age of 18) entering the premises must be signed in to the club. Proof of age and residential address is required for entry (i.e. driver's licence, proof of age card, passport etc.). Persons residing outside a 5km radius of the club may sign in as a visitor. Persons residing inside a 5km radius of the club will be signed in as a visitor for the duration of the booking only, guests signed in this way must not remain on Club premises after the conclusion of the function, or must join the Club as a member. Club membership starts at \$6.60 for one year. Minors must remain in the immediate presence of their parent or legal guardian at all times whilst on the Club's premises.

Responsible Service of Alcohol

The Club adheres to a strict policy on the responsible service of alcohol. Persons under 18 years of age are not permitted to be served alcohol. Persons found providing alcohol to minors will be ejected from the premises immediately. Persons showing signs of intoxication will be refused service and asked to leave the premises. Persons from the function refusing to leave the premises could result in the function being closed or cancelled. The supervisor on duty has complete authority over the matter. Alcohol or any other beverage may not be brought onto the premises under any circumstances. Failure to comply will result in immediate cancellation of the function without refund.

Catering

The club's caterers have exclusivity to catering on the club's premises. As such the Club does not permit food to be brought onto the premises. Any celebration cakes or similar must receive approval prior to the day of the function.

The Event

The hirer will run the event substantially in accordance with the agreed confirmation. Any changes outside of the agreed confirmation must be agreed to in writing or changes will be deemed not agreed to and may result in the function being cancelled.

An approximate number of attendees is required at the time of booking. Refunds or credits will not be issued if the final numbers are lower than those provided to the Club.

The Club reserves the right to alter prices without notice. All prices include GST unless otherwise stated.

The Club accepts no responsibility for loss or damage to any property left on our premises unattended.

Conduct of Guests

Organisers of the function will be at all times responsible for the conduct of their guests. All internal Club rules must be strictly adhered to.

Deposit, Confirmation & Payment

A minimum deposit to the value of Room Hire is required per event - the Club reserves the right to request a larger fee dependant on the function. Full payment must be finalised 7 business days prior to the commencement of the event and a credit card and ID is required as security for all bar tabs.

Cancellation

All Cancellations must be in writing. A cancellation fee will be charged for bookings cancelled within the following time frames: More than 5 days notice - no cancellation charge, payment will be refunded. Less than 5 days notice - payments will not be refunded. Any cancellation charges charged to The Club, including any cancellation fee that may be charged to the Club by the Club's contractors, will be billed to the function organiser

Extras

The booking of external providers, entertainers or entertainment such as musicians, or entertainers to attend functions must be cleared by the Club prior to the function. The Club reserves the right to cancel or prohibit any booked entertainment that does not comply with the Clubs requirements
