



# Woodside Golf

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## HIRE OF CASTLEBAR BRASSERIE/AND OR FUNCTION ROOM

DATE OF FUNCTION.....

PURPOSE OF HIRE .....

CATERING REQUIRED.....

NAME OF HIRER.....

ADDRESS.....

.....

TELEPHONE NUMBER.....DATE OF BIRTH.....

(MOBILE).....

### CONTRACT OF HIRE

#### Booking

No booking will be confirmed until a non-refundable deposit is paid. The receipt will be an acknowledgement that a booking has been made.

All bookings are to be made through the bar manager, head chef or a director.

Bookings for catering to be made through the head chef/bar manager or a director with a deposit accepted as above and conditions as set out below.

#### Contract of Hire

- a. The hirers are to pay the balance of the catering charges on final confirmation of the booking not later than one week before the event. No refund will be made should the function be cancelled by the hirer.
- b. The management reserve the right to refuse any booking without giving reason. A regular booking may be terminated by either side by giving one months notice in writing.
- c. The management accept no responsibility for any loss of goods, damage to property or personal accident while the hirers & their guests are on the premises.
- d. The premises will not be hired out for the purpose of 18<sup>th</sup> birthday parties.

- e. The premises will be hired out for 21\* birthday parties on the condition that it is a family occasion with parents/guardians in attendance.
- f. Under no circumstances will young people under the age of 18 years be served alcohol. Anyone seen buying alcohol for an underage person will be asked to leave the premises. If staff are in any doubt whatsoever of a young persons age that person will not be served alcohol. That decision will be final.
- g. Food and drink to be supplied by the Castlebar Brasserie, under no circumstances (unless a corkage fee has been previously agreed with the management) can food, alcohol or soft drinks be brought in from outside the premises.
- h. Hirers are responsible for any damage to the function room and or brasserie, and damage to surrounding buildings or the golf course which is caused by them or a member of their party.
- i. No smoking will be allowed in the function room/brasserie.
- j. The hirer of the premises must be over the age of 21 years.
- k. Cars are parked at the risk of the owners.
- l. Hirers are to undertake to limit the numbers to 100 persons for the brasserie/function room or 65 persons for the function room only.
- m. Due to health and safety reasons food prepared on the premises cannot be taken away.

**CHARGES:**

No hire charges for catering functions to a certain value (see manager for details), the above contract still applies when using the room whether or not a hire charge is paid.

**Weekdays:-**

Meetings (function room) :-Half day (4 hours)	£45.00
Full day ( 8 hours)	£70.00
For evening hire beyond 9pm	£60.00

**Weekends:-**

As we normally close earlier at the weekends if room only is required during the evening at the weekend an increased hire charge would be payable. (please see manager for current charges)

To hire the function room & brasserie for a function, please see the manager for charge details.

An application for a provisional booking is taken as an acceptance of the above conditions by the hirer.

I/We agree to the above conditions

SIGNED.....(print name)

SIGNED.....(STAFF).....(print name)

DATE.....