



Kohi Bowling Club Hireage T&Cs

KBC Facilities on Offer

- Club rooms
- Tables and seating for 80 people
- A 19m × 5m outdoor deck
- All-weather surface bowling greens
- Ramp access but no wheelchair-accessible toilet
- Bar operating under the Club's licence
- Extensive off-street parking
- Boom box with Bluetooth connection
- Kitchen facilities available by prior arrangement
- Dish steriliser for glasses
- Barbeque
- Stunning outdoor setting
- No catering service. Hirers are welcome to arrange their own catering or, with KBC's prior approval, a food truck.

Kitchen/Catering

Apart from snacks available for purchase from the Club bar, KBC does not provide catering, food preparation or food service as part of venue hire.

Hirers are welcome to arrange their own catering or, with KBC's prior approval, a food truck. Hirers are responsible for providing their own disposable plates, cutlery and other food-service items. The Club's kitchen and barbeque may also be made available by prior arrangement.

If using the kitchen, plates, cutlery or barbeque, the Hirer is required to leave the kitchen and all items used in a clean and tidy condition prior to departure.

Any leftover food and related food rubbish must be placed in the appropriate rubbish bins before departure.

The Hirer agrees to operate all kitchen equipment in a safe and responsible manner. No deep fryers are permitted onsite.

Cleaning

Before vacating, the Hirer is responsible for ensuring the venue is left in a tidy state, both inside and outside, including collection of all rubbish and placement in the appropriate rubbish bins.

Any pre-agreed decorations that have been erected must be removed and chairs and tables returned to their original locations.

Noise Management

The Club is located in a residential area and due care and respect must be shown to neighbouring properties.

The Hirer is responsible for managing noise levels during the Event. Noise from amplifiers and loudspeakers must be kept to a moderate level at all times.

Failure to comply with this condition, particularly where it results in a visit by Council Noise Control, may result in the early closure of the Event.

Early closure of an Event for failure to comply with these requirements does not relieve the Hirer of responsibility for the Venue Hire Charge, Bowling Charge, bar tab or any other charges relating to the Event.

Parking

Significant off-street parking is available. Please do not park in the yellow-marked parking areas. Car security is encouraged.

If the carpark is full, we recommend parking on Melanesia Road or Speight Road and using the intersecting walkway. Please do not park in the neighbouring tennis club grounds.

Alcohol and Beverages

KBC's Club Licence does not permit BYO alcohol.

Other than bottled water, the Hirer and attendees must not bring alcoholic or non-alcoholic beverages onto the Premises, including soft drinks and juices, unless specifically approved in advance by KBC.

All alcoholic and non-alcoholic beverages, other than bottled water, consumed at the Event must be purchased from the Club bar unless KBC has given prior approval otherwise.

Alcohol purchased from the Club bar must not be removed from the Premises.

KBC reserves the right to confiscate any beverages brought onto the Premises contrary to these Terms and Conditions. Any confiscated beverages will be returned to the Hirer at the completion of the Event.

All Events are subject to the conditions of KBC's Club Licence and applicable alcohol licensing requirements.

The Hirer and all attendees must comply with the directions of KBC's Duty Manager and KBC Function Convenor at all times.

Bar purchases may be paid for by cash or PayWave or, where agreed in advance with KBC, charged to an approved bar tab.

Smoking and Vaping

The clubrooms and grounds are smoke- and vape-free areas.

Due to sensitive smoke sensors, smoke or snow machines are not permitted within the clubhouse.

Hirer's Event Representative

The Hirer must nominate a senior person who will be present throughout the Event and act as the Hirer's Event Representative.

The Hirer's Event Representative will be KBC's principal point of contact with the Hirer during the Event and will be responsible for assisting KBC in ensuring that attendees comply with these Terms and Conditions.

In particular, the Hirer's Event Representative is responsible for dealing promptly with issues involving attendees, including unacceptable behaviour, excessive intoxication, excessive noise, damage or failure to comply with KBC's requirements.

The Hirer's Event Representative must comply with, and assist in implementing, any reasonable direction given by the KBC Function Convenor or Duty Manager.

KBC Function Convenor

The KBC Function Convenor is the person nominated by KBC to coordinate the Event on behalf of the Club and to act as KBC's principal contact with the Hirer and the Hirer's Event Representative.

At the commencement of the Event, the KBC Function Convenor will provide attendees with an introductory briefing covering relevant matters including emergency evacuation procedures, toilet locations, use of the Club facilities and the requirements applying to use of the bowling greens.

Attendance List and Actual Attendance

The Hirer must provide KBC with an attendance list containing the name of each person expected to attend the Event no later than 48 hours before the Event.

KBC recognises that actual attendance may differ from the attendance list provided.

The Hirer must advise the KBC Function Convenor of the actual number of attendees on the day of the Event.

The Bowling Charge will be calculated using the actual number of persons attending the Event.

Health and Safety

The Hirer is responsible for the health, safety and wellbeing of persons attending the Event to the extent that matters are within the Hirer's reasonable control.

At the commencement of the Event, the KBC Function Convenor will brief attendees on KBC's emergency evacuation procedures and other relevant Club requirements.

In the event of an emergency, attendees must evacuate to the designated assembly area between Green 1 and Green 2. The Hirer's Event Representative must assist the KBC Function Convenor and Duty Manager as reasonably required.

Any Health and Safety issue identified anywhere on the Club grounds must be reported promptly to the KBC Function Convenor.

A defibrillator is provided and is located on the wall in the hallway leading to the men's toilets at the rear of the hall on the northern side.

All accidents and injuries must be reported to the KBC Function Convenor.

Exits must not be blocked. No candles or naked flames are permitted on the Premises or within the clubhouse.

Attachments or Decorations

Decorations, ornaments and similar items may be hung only with KBC's prior approval. They must be removed by the Hirer before vacating the Premises. The Hirer is responsible for any resulting damage.

Use of the Bowling Greens

Bowling is required to form part of every Event booking.

The Hirer must ensure that all bowlers:

- wear soft or flat-soled shoes, jandals or bare feet on the greens – NO HEELS ALLOWED;

- do not drop bowls on the greens other than as part of the normal bowling delivery;
- do not drive the jack or bowl with excessive force, as this may create a risk of injury to people on neighbouring rinks;
- do not take or consume food or drinks on the bowling greens. Damage caused by food or drinks may result in a charge against the Booking Deposit/Bond; and
- do not undertake dancing, running, throwing of the jack or bowls, or any other activity on the greens other than normal bowling.

The Bowling Charge includes rink setup, use of bowls equipment and introductory tuition to enable attendees to commence playing.

Following this initial tuition and assistance, attendees will generally continue playing independently.

Unacceptable Behaviour

The Hirer, through the Hirer's Event Representative, is responsible for taking reasonable steps to manage the behaviour of persons attending the Event.

Unacceptable behaviour includes excessive noise, excessive intoxication or drunkenness, fighting, drug use, abuse of Club members or other persons, deliberate misuse of Club property, or any other behaviour that creates a risk to attendees, Club members, neighbouring properties or KBC's Premises and facilities.

The Hirer's Event Representative must promptly address unacceptable behaviour when requested by the KBC Function Convenor or Duty Manager.

The Duty Manager may refuse further alcohol service to any person. KBC may also require any person engaging in unacceptable behaviour to leave the Premises.

In serious circumstances, KBC reserves the right to stop the Event and require the Hirer and attendees to vacate the Premises.

Early termination of an Event for unacceptable behaviour does not relieve the Hirer of responsibility for the Venue Hire Charge, Bowling Charge, bar tab or any other charges relating to the Event.

Loss or Damage

The Hirer agrees that KBC accepts no responsibility for loss of or damage to property belonging to the Hirer or attendees, or for injury to an attendee, except to the extent that liability cannot lawfully be excluded.

Bookings

The Hirer is required to complete and sign KBC's Booking Form for the Event. This includes completion of all details relating to the individual, business or organisation undertaking the hireage.

The Hirer must nominate a senior person to act as the Hirer's Event Representative who will be present throughout the Event.

A booking is not confirmed until KBC has accepted the booking in writing and the required \$500 Booking Deposit/Bond has been received, unless KBC has expressly agreed in writing to waive the Booking Deposit/Bond.

KBC may, at its discretion, waive the Booking Deposit/Bond where it has an established relationship with the Hirer.

For Corporate or Business bookings, the Hirer must supply a purchase order or other evidence of appropriate authority, such as an email from an authorised person, confirming that the Corporate or Business accepts responsibility for payment of all charges relating to the Event.

The Hirer must provide KBC with the required attendance list no later than 48 hours before the Event.

Booking Deposit/Bond

A Booking Deposit/Bond of \$500 is required for all Event bookings unless KBC expressly agrees in writing to waive it.

If payment of the Booking Deposit/Bond is not received within 48 hours of KBC's request for payment, KBC reserves the right to accept another booking for the relevant date and time.

Once the booking has been accepted by KBC, the Booking Deposit/Bond may be applied towards:

- any cancellation charge payable under these Terms and Conditions;
- damage to the Premises, bowling greens, furniture or equipment;
- extra cleaning or rubbish removal;
- staying beyond the contracted Event time, charged at \$200 per hour or part thereof; and
- costs arising from disturbance to adjoining properties.

If no deduction is required, the Booking Deposit/Bond will be credited in full against the final invoice for the Event.

Cancellation of Bookings

For Events booked for November or December, cancellation for reasons other than inclement weather will result in forfeiture of the \$500 Booking Deposit/Bond because these are high-demand periods and KBC may be unable to resell the booking time.

For Events booked during all other months, where cancellation is advised at least 10 days before the Event date, the Booking Deposit/Bond will be refunded in full.

Where cancellation is advised less than 10 days before the Event date, 50% of the Booking Deposit/Bond will be refunded.

Where KBC has agreed to waive the Booking Deposit/Bond, the equivalent cancellation charge described above remains payable and KBC may invoice the Hirer accordingly.

Where an Event is cancelled due to inclement weather, no cancellation charge will apply and all monies prepaid to KBC for the Event will be refunded.

Payment

Following completion of the Event, KBC will issue the Hirer with an invoice for all Event charges, including the Venue Hire Charge, Bowling Charge, any approved bar tab and any other charges relating to the Event.

The invoice will be emailed to the Hirer using the email address provided in the Booking Form.

The Bowling Charge will be based on the actual number of persons who attended the Event, as advised to the KBC Function Convenor on the day.

Any Booking Deposit/Bond held by KBC will be credited against the amount payable under the final invoice after deduction of any amounts KBC is entitled to recover under these Terms and Conditions.

Payment of the balance of the invoice is required within 7 days of the invoice date by direct credit to KBC's bank account shown on the invoice.

Individual bar purchases made during the Event may be paid for by cash or PayWave.

Where KBC has approved a bar tab, purchases charged to the bar tab will be included in the Hirer's final invoice.

Other Requests

Kohi Bowls is happy to discuss any requirements outside these Terms and Conditions to determine whether KBC can accommodate them.

Any variation to these Terms and Conditions must be agreed by KBC.