

# Wangi District Workers Club Limited



Phone 4975 1451

A.C.N. 001 029 241  
A.B.N14 001 029 241

11-19 Market St  
Wangi Wangi NSW 2267

## **ROOM HIRE TERMS AND CONDITIONS**

All reservations must be confirmed by first reading and understanding these Terms and Conditions.

### **The Auditorium**

**Overlooks Wangi bay giving a spectacular 180<sup>0</sup> view of the Lake Macquarie waterfront and reserve.**

Comfortably seats up to 250 people, includes a dance floor and stage for entertainment.

Available for a fee of \$220 incl GST. Monday to Saturday.

Sunday & Public holidays \$330 incl GST.

Private bar optional available at \$40 per staff member per hour Monday to Saturday

\$50 per staff member per hour Sunday & Public holidays.

### **The Dobell Room**

**Also overlooks Wangi bay with beautiful views of Lake Macquarie waterfront and reserve.**

Comfortably seats up to 80 people.

Available for a fee of \$110 incl GST. Monday to Saturday.

Sunday and Public Holidays \$220 incl GST.

Tray service is available at \$40 per staff member per hour Monday to Saturday.

\$50 per staff member per hour Sunday & Public Holidays.

Add on Market St Café Deck (after 4pm) for an additional fee of \$50 incl GST

### **Security Deposit**

A security deposit of \$150 is required for the room which will be refunded pending any damage to club property or excessive cleaning (see *Responsibilities*). Some functions will require a security guard at a charge of \$170 at the discretion of Club Management. Notification will be given prior to the event.

### **Club Entry**

The club requires that the client is a financial member of the club. Entry is via the main entrance of the club only. Arrangements can be made for the bridal party of a wedding to enter via the David Street door. Identification or a membership card must be produced upon entry. Any guests that are not financial members of Wangi District Workers Club and live within a 5km radius of the club must be accompanied by a member or become a member. Non members that reside outside the 5km radius can simply sign in upon entry to the club.

**Please note Covid-19 restrictions apply to our Function Rooms.  
Please speak to our Functions Co-Ordinator for latest updates.**

## The club does not provide Linen eg. Table cloths, chair covers

Suggested supplier:

### **Creative Events Hire Pty Ltd**

111 Main Road SPEERS POINT 0412 663 096

www.creativeeventshire.com.au

Julie Haworth

Morisset Ph: 0438733790

Wishing Well Hire (from Club) - \$40

Wedding arch available free of charge

### Bookings

Tentative bookings may be made with the club office. In the event we have another enquiry conflicting with a tentative booking we will require confirmation of the booking and payment of the relevant room hire. Confirmation of the booking will only be made on payment of the relevant room hire. Payments may be made by cash, eftpos, or bank cheque payable to Wangi District Workers Club.

### Club Entry

Upon entry to the club we require Photo Identification and or a financial Membership card to be produced. **Due to Covid-19, Hot Spot Restrictions will apply, this does change daily until further notice.**

### Responsibilities

Hiring charges include cleaning up, however if this is excessive, additional charges may become necessary.

***Confetti, foil cut outs, glitter and decorative crystals are prohibited in the building, on tables and surrounding grounds. Party poppers and exploding balloons are prohibited, as are candles in holders with open sides. Tea lights must be in containers and not placed directly on tables.***

Wangi District Workers Club will charge the client for any repairs to, or replacements of club property damaged or lost by the client, clients guests, invitees or other persons attending the function. This applies whether in the area reserved or any area or part of Wangi District Workers Club.

The Club does not accept liability nor does the Club's insurance cover loss or damage to personal items or property that is brought onto Club premises.

No property of the club may be removed from the premises including tables, chairs & glasses.

## Beverages

The clubs full range of beverages are available. Bar tabs are available on request or guests purchase their own. Beverages will be charged on a consumption basis. Bar tabs are to be paid prior to commencement of any bar tab service. The client may express drink restrictions (eg. tap beer, house wine & soft drink) a limit in time or money for the tab.

We accept cash or eftpos only for bar sales including bar tabs.

No beverages are to be bought on to the premise without prior arrangement with management. We accept requests for specific beverages that are not on the clubs drinks menu pending availability from our suppliers.

## Catering

All catering for functions held in Wangi District Workers Club are carried out by the clubs catering contractors only. Food is not to be brought onto the premises (except for celebratory cakes) Cakes can be plated for a charge. Self catering is not permitted.

- An approximate number of guests is required on booking.
- A deposit of \$300 for catering is payable 21 days prior to the event.
- Menu selection and number of guests attending the function is required 14 full days prior to the event.
- Final payment, guest numbers confirmed and balance owing for catering is to be paid 7 days prior to the event.
- Charges will be based on the number of people attending the function or the guaranteed number, whichever is the greater.

## Seminars

Auditorium - \$220 up to 5 hours - \$330 up to 8 hours incl gst.

Dobell Room - \$130 up to 5 hours - \$165 up to 8 hours incl gst.

***On public holidays the above prices will be charged  
plus an extra \$55 up to 4 hours and \$110 for up to eight hours  
GST Incl.***

If you require the club to set up the room ie, theatre style the cost for setup will be \$110 GST incl.

## Equipment

Data projector and screen (Auditorium only) \$55

Lectern and microphone

White board

## Room Set Up

The club provides for the layout of tables and chairs as per a floor plan where required. The floor plan must be supplied seven days prior to the event. We can assist with the design of your floor plan.

The client is responsible for the decoration of the room for the event unless by arrangement with the Club.

Access to the rooms for the setting of tables, chair covers etc. will be according to the trading needs of the club. Please check with the office when you will be able to gain entry.

## Cancellations

Cancellation of a function must be made in writing and refunds will be issued as follows:

### Room Hire

- ◆ More than six months notice - 100% of Room Hire Fee
- ◆ Two to six months notice - 50% of Room Hire Fee
- ◆ Less than two months notice - No refund will be made

### Catering

- ◆ 14 days or more notice - 100% refund
- ◆ 7 to 14 days notice - 50% refund per person cancelled  
No refund of catering deposit
- ◆ Less than 7 days notice - No refund will be made including any reduction in confirmed number of guests or catering deposit

## Completion Times

Room hire is for 5 hours unless approved by club management.

Monday - Thursday and Sunday by 10pm.

Friday & Saturday by 12.00am.

## Contact

**Functions Co-ordinator - Julie Dillon**

Email: [julie@wangiworkers.com.au](mailto:julie@wangiworkers.com.au)

Phone: (02) 4975 1451