



TORQUAY SURF LIFE SAVING CLUB INC.

ABN 95 834 027 136 A0002714R

All Correspondance to PO Box 193 Torquay 3228

Administration Ph. (03) 5261 4110 Fax Ph. (03) 5261 4209

Website www.torquayslsc.com.au E-mail info@torquayslsc.com.au

VENUE BOOKING FORM

- TSLSC Member Non Member Will become member on booking

Please circle your event:

Wedding Birthday/Engagement/Party
Room Hire Daily & Half Day Room Hire 3hrs(max) Accommodation/Facilities

Please circle which Room for Hire:

Member Bar Main Hall

Contact Details:

Person/Organisation: _____

Mobile: _____ Email: _____

Personal/Business Address: _____

Invoicing Details:

Person/Organisation: _____

Mobile: _____ Email: _____

Personal/Business Address: _____

Details of Booking:

Date of event: _____ to _____ Attendance: _____

Set Up Time (If needed): _____ Start Time: _____

Finish Time: _____

Catering / Kitchen: please leave if not applicable

Club Catering: Y / N Off Site Catering: Y / N Access to kitchen: Y / N

Who is Catering /Details: _____

Bar / Beverage Packages: please leave if not applicable

Cash Bar: Y / N Bar Tab: Y / N Budget: _____

Weddings / Parties Beverage Packages: Y / N



TORQUAY SURF LIFE SAVING CLUB INC.

ABN 95 834 027 136 A0002714R

All Correspondance to PO Box 193 Torquay 3228

Administration Ph. (03) 5261 4110 Fax Ph. (03) 5261 4209

Website www.torquayslsc.com.au E-mail info@torquayslsc.com.au

Additional Hire: Includes free delivery and pick up

- White Cloth Napkins
- Table Linen
- Seat Covers
- Drapes for Walls
- Tea & Coffee (includes cup, saucer, spoons, sugar bowl, milk jug, coffee plunger, urn)
- Outside Gas Heater (includes gas)
- Table Number Stands
- Decorations
- Hemp Table Runners
- Car Park Space
- Ceremony Packages Available

Price list for additional hire will be sent on request once venue-booking form is completed.

I certify that I have read the terms & conditions and confirm the above information is correct. I understand that I am personally responsible for complying with the said conditions for payment of all hiring charges and damage (if any). I fully understand that in the event of any disputes or differences arising as to the interpretation of these conditions or any matter or thing contained therein, the decision of the Club Committee shall be final and conclusive.

Signature: _____ **Date:** _____

Return Booking Form with Deposit/Payment too: functions.tslsc@gmail.com.

Payment options and details of hire are highlighted on the Functions Package Booklet

Office Use:

Functions Director: _____ Invoice Request Sent: _____

Membership Application Requested: _____ Paid: _____

Signed: _____

Date: _____