

Somerton Yacht Club Inc.

The Club with the Family Atmosphere

Hall Hire Policy

CLUB DETAILS

Address	Corner Esplanade & College Roads SOMERTON PARK SA 5044
Mail	PO Box 1124 GLENELG SOUTH SA 5045
Email	somertonyachtclub@outlook.com
Website	www.somertonyc.com
Phone	0403 896 854 (please note that this service is not routinely monitored)

PRICING

Evening Hire 7pm – 12pm	
SYC Full Sailing Members/Life Members	\$150 evening
Non-Members	\$300 evening
Day Time Hire (Per Hour)	
SYC Full Sailing Members/Life Members	\$20 per hour
Non-Members	\$50 per hour
Community Group Regular Hire (weekly/fortnightly/monthly)	\$30 per hour

TERMS AND CONDITIONS

Approval

All SYC Hall Hire must first be approved by SYC Committee.

Non-member hire must have an SYC Full Sailing or Life Member present for the entire function. Please indicate the SYC Sailing member/s who will be attending the event on the booking sheet.

Community Groups

SYC may be hired to community groups on an on-going basis at the discretion of the SYC committee. It is the right of the committee to suspend SYC hire if it interferes with sailing functions or events.

The SYC will not be hired for private functions on Sailing Race days and Yacht Club based events.

Community groups/associations must provide an up-to-date copy of the **Public Liability 'Certificate of Currency'** to satisfy public risk requirements prior to the commencement of SYC hall hire. This should be provided to the SYC Treasurer for records.

Insurance

The club accepts no responsibility for injury, damage or loss of property left in the clubrooms prior to, during or after the hire period.

Payment of Account

The payment of your account is required ten (10) working days before the day of the function. Please pay the account via Electronic Funds Transfer (EFT) via the following details:

Account Name	Somerton Yacht Club Inc.
BSB	105-042
Account number	181371640
Reference	Name of member and date of event e.g. 01Nov14

Note: payment in advance does not apply to regular hire by Community Groups who will be post invoiced separately. Payments will be made to the account outlined above.

Non-Members Bond

A bond of \$300 is required ten (10) working days prior to the event and will be refunded in full at the end of the function, providing there is no damage or fire alarm call outs. The Bond will be returned by cheque or EFT following the function after satisfactory inspection of the hall and facilities.

Facilities

Use of the SYC kitchen, which includes a gas oven, microwave, double door fridge, crockery and utensil's is included in the hiring fee. Glassware from the bar area may also be used.

Men's Toilets

It is a condition of hire that access to the men's toilets is not made available for function hire. This is because the men's toilets need to be accessed via the boat shed. The Ladies toilets must be used and become a shared unisex facility.

Access to the Bridge Tower

Under no circumstances may the Bridge Tower be accessed during the hire of the SYC facility. The Bridge Tower is for use on sailing race days only by sailing committee members.

No Smoking

Smoking is **strictly not permitted** within the club rooms or buildings.

Noise

It is a request that noise and music be kept to a moderate level so as not to disrupt neighbours and local residents. When leaving the premises it is asked that noise be kept to a minimum.

Sale of Alcohol

There is to be no sale of alcohol at SYC hire events. Moderate alcohol consumption can be drunk on the premises and is to be 'BYO' only. The Yacht Club bar fridges and Yacht club stock are not to be accessed during the hiring of the SYC facility.

Set Up

A function set-up time may be coordinated prior to the function

Cleaning

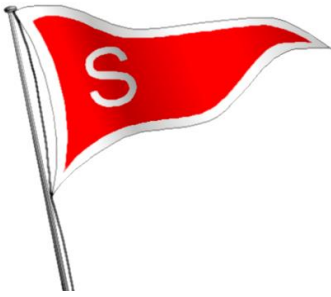
- Either directly after the function or the following morning by negotiation. The hirer must leave the premises as found. Any decorations to be removed. Kitchen floor to be swept and mopped. Carpets to be vacuumed (equipment available).
- Tables to be placed back in original settings and chairs to be stacked along the north wall. Any cutlery and utensils used to be washed, dried and put away. Any glasses used to be cleaned and placed back.
- Ensure that all benches and tables are wiped and disinfected.
- Toilets are cleaned and disinfected. Clean basins and mop floors.
- Empty all bins.
- All empty bottles disposed of. If you do not want empty cans/bottles they can be placed in containers in the boat shed.
- Rubbish cleared up outside.
- If used, the BBQ is to be cleaned and grease drips on the cement also wiped up.
- Any kitchen appliances used are to be cleaned. If Hall is not cleaned to SYC satisfaction then part or the entire bond will be forfeited.
- Venue to be vacated by 12:30am (Event finishing time no later than 12:00am).

Damage

The person(s) hiring the club assumes responsibility for any and all damages caused by them or any guests attending the event. It is understood that the persons will conduct the function in an orderly manner within all-applicable rules and laws. Although you can decorate the club to however you wish, please be careful in attaching things to the walls. Blu-tak must be used, no nails, screws etc.

Before you leave please ensure that all lights and electrical appliances are switched off, doors and windows are locked and gates padlocked.

Thank you!



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Hall Hire Booking Sheet

Please complete, sign and send the following form to the Somerton Yacht Club at:

PO Box 1124, Glenelg South SA 5045 OR somertonyachtclub@outlook.com

Date of Function:	____/____/____
Type of Function:	
Type of Entertainment:	
Contact Name:	
Contact Details:	Mobile: _____ Email: _____ Address: _____
Payment Due Date:	____/____/____ (10 working days before function via EFT Transfer)
Fee Due:	\$ _____
Account Name:	Somerton Yacht Club Inc.
BSB:	105-042
Account No:	181 371 640
Reference:	Name of hirer and date of event
The time on the day of the function when you would like to set up:	____/____/____
Start and Finish Time of Function: (latest time is 12:00am)	_____ until _____
Approximate Number of Guests:	
Will you be using the kitchen facilities?	

Please list e.g. oven, crockery etc.	
Please indicate the Somerton Yacht Club Member(s) who will be attending this function:	

I have read and understand the terms and conditions.

Signature: _____

Name: _____

Date: ____/____/____

OFFICE USE ONLY

Date Bond Refunded by SYC:	____/____/____
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