

Jan2024

FUNCTIONS & Events



Canley Heights RSL
& Sporting Club

www.canleyheightsrsl.com.au



EVENT SPACES

Welcome to Canley Heights RSL & Sporting Club's Functions Offering

Our function menus have been designed to cater for your special event. Not only do we liaise with you to create the perfect menu, but we also ensure that your function achieves a sense of 'occasion' that you and your guests will long remember.

Special events must be, as the name suggests, special. This is one area where impressions are everything, and a good impression is vital.

Our superb food and beverages, exemplary service and themed ambiance will guarantee your event's success.

Our menus attempt to cater for as many different tastes as there are foods. If there is a type of food that does not appear on our menu that you would like, please don't hesitate to ask and we will do our best to source the item.

We can cater for whatever occasion you have in mind, from small personal parties to large corporate functions and events.

Contact us: functions@canleyheightsrsl.com.au

Phone: 02 9604 9975

www.canleyheightsrsl.com.au



ALFRESCO BISTRO FUNCTION AREA - SEATS 50



ESCAPE OUTDOOR - SEATS 50



JOE KIERNAN ROOM - SEATS 150



BUFFET

BUFFET NO. 1

\$34.90 Per Person | Minimum of 30 pax
Select 1 item per course

Cold Platter - Select 1

Mediterranean Bruschetta Hummus Platter
Seasoned and Slow Roasted Pork (sliced)
Fresh seasoned Roast Chicken
Leg Ham off the bone (sliced)

Salads - Select 1

Traditional Greek
Potato & Bacon Salad
Classic Seafood Pasta Salad (Shell Pasta)
Pesto Pasta Salad w/ Pine Nuts

Hot Dishes - Select 1

Beef Bolognese served w/ Penne Pasta
Chicken Boscaiola served w/ Penne Pasta
Braised Beef Casserole served w/ Steamed Rice
Beef Stroganoff served w/ Steamed Rice
Sliced Roast Beef in Red Wine Jus
Butter Chicken w/ Steamed Jasmine Rice

ACCOMPANIMENTS

Buffet No. 1 & No2. are both served with
Roast Pumpkin & Potato w/ Rosemary & Garlic
Gourmet Leaf Garden Salad - French Dressing
All meals served w/ fresh dinner rolls & butter
A selection of Tea, Coffee & Biscuits included

BUFFET NO. 2

\$39.90 Per Person | Minimum of 30 pax
Select 2 items per course

Cold Platter - Select 2

Crudites Platter w/ Tzatziki
Rare Roast Beef w/ Raifort Sauce
Mixed Antipasto Platter of Deli Meats, Grille Vegetables,
Olives, Fetta Cheese
Smoked Leg Ham sliced off the bone
Seasoned and Slow Roasted Pork w/ Apple Sauce

Salads - Select 2

Traditional Greek
Fattoush Salad
Potato & Bacon Salad
Classic Caesar, Soft boiled Egg
Asian Bean & Capsicum tossed Salad
Wild Rocket, Parmesan, Balsamic & Sundried Tomato Salad

Hot Dishes - Select 2

Boneless Portuguese Chicken Thigh Fillets
Chicken Boscaiola served w/ Penne Pasta
Braised Beef Casserole served w/ Steamed Rice
Mild Curry Lamb Korma served w/ Steamed Rice
Butter Chicken w/ steamed Jasmine Rice
Curry Prawns & Vegetables served w/ Jasmine Rice
Roast Pork Belly w/ Apple Sauce
Chicken & Cashew Nut Stir-Fry w/ Steamed Jasmine Rice

Hot Dishes - Select 1

Asaparagus w/ Meditteranean Salsa
Broccolini w/ Hollandaise Sauce
Combination Fried Rice or Vegetarian Fried Rice
Onion & Cheese Potato Bake
Honey Glazed Baby Carrots

BBQ BUFFET

\$49.90 Per Person | Minimum of 30 pax
Includes Freshly Baked Rolls & Butter

From the BBQ Grill - Select 3

Gourmet Sausages w/ Fried Onion (Beef or Pork)
200g New York Sirloin Steak - Salsa Verde
Grilled Salmon Fillet w/ Creamy Lemon Sauce
Lamb Skewers w/ Grilled Onion & Capsicum
Tzatziki & Pita Bread
Marinated Portuguese Chicken Fillet
Grilled Pork Sirloin w/ Apple Sauce
Pork Ribs glazed with our Tangy BBQ Sauce
Pulled Lamb Shoulder w/ Lemon & Thyme

Salads - Select 2

Classic Caesar, Soft boiled Egg
Traditional Greek
Asian Bean & Capsicum tossed Salad
Potato & Bacon Salad
Classic Seafood Pasta Salad (Shell Pasta)
Coleslaw
Salt & Pepper Squid Salad

Dessert - Select 2

Ricotta & Honey Yoghurt, Melon & Fruit Platter
Assorted Fresh Dessert Cups (Select 2)
Mini Cannoli Strawberry Cheesecake
Mango Pannacotta Mini Apple Pie
Chocolate Mousse Classic Tiramisu
Fresh Baked Vanilla Cannoli

The BBQ Buffet is served with

Roast Pumpkin & Potato w/ Rosemary & Garlic
or Cheese & Onion Potato Bake
& Gourmet Garden Leaf Salad - French Dressing



BUFFET

PIZZA, PASTA & SALAD MENU

\$29.90 Per Person | Minimum of 30 pax

Traditional Pizza from our Pizza Menu (Endless)

Cheese	Mexicana	BBQ Chicken
Hawaiian	Vegetarian	Meat Lovers
Pepperoni	Capricciosa	Little House

Gourmet Pizza's will incur an extra surcharge

Pasta - Select 2

Penne - Beef Bolognaise

Tortellini Boscaiola - Ham, Mushroom, Spring Onion & Cream Sauce

Spinach & Ricotta Ravioli - Ravioli in Italian Tomato Sauce

Bow Tie - w/ Smoked Salmon & Capers

Penne - Grilled Chicken Tenderloin in Pesto Sauce

Beef Lasagne

\$2.50 (extra per person)

Agnolotti - Roasted Pumpkin w/ Burnt Butter & Sage Sauce

Penne - Gambretto, Tiger Prawns, Rocket, Fresh Chilli
& Extra Virgin Olive Oil

Spiral - *Gluten Free* - (Your choice of Sauce)
& our homemade Caesar Dressing

Salad - Select 2

Garden Salad

Traditional Caesar

Greek

Slaw - Mix of Red & White Cabbage

Rocket & Parmesan

\$2.50 (Extra per person)

Green Bean & Roast Pumpkin Salad

Grille Halloumi Salad - Rocket, sliced Tomato & Red Onion

Seafood Pasta Salad

KID'S MENU

\$19.90 Per Child

{ Children aged between 4 - 12 yrs old have a specially designed menu that is pre-organised with our Functions Co-Ordinator.
All children over 12yrs will be charged full adult prices }

Main

Battered Fish & Chips w/ Tartare Sauce

Home-made Lasagne w/ Garden Salad

Crumbed Chicken Tenderloins & Chips

7" Pizza of your choice (3 toppings max.)

Dessert

Chocolate or Vanilla Gelato

Fresh Fruit Plate

Ice-Cream Sundae w/ Chocolate, Caramel or Strawberry Topping

KID'S PACKAGE

\$25.00 Per Child - 12yr | Minimum 15 Children

Main (Pick from the following)

Battered or Crumbed Fish & Chips w/ Tartare Sauce

Home-made Lasagne w/ Garden Salad

Crumbed Chicken Tenderloins & Chips

Pizza of your choice (3 toppings max.)

Dessert

Chocolate or Vanilla Gelato

Fresh Fruit Platter

Function Includes

Supervised Jumping Castle

Covered Tables

Balloons (Colour of your choice)

Bottomless Soft-Drink

Busy Nippers Activity Pack



SET MENU PACKAGES

SET MENU NO. 1

\$34.90 Per Person | Minimum of 30 pax
Select 2 items per course, served alternately

Entree - Select 2

Fresh Spinach & Ricotta Ravioli

Lightly finished w Napolitaine Sauce

Mediterranean Chicken Cous Cous Salad

Middle Eastern Seasoned & Grilled Chicken
on a bed of Meditteranean Pearl Cous Cous
w/ Lemon & Herb Vinaigrette

Chicken Caesar Salad

Cos Lettuce, Shaved Parmesan, Crispy Bacon
& our homemade Caesar Dressing

Thai Beef Salad

Rare Roast Beef served w/ a Thai Dressing
& Mixed Leaves (nuts)

**Platters of Salt & Pepper Squid can be added
to each table during Entree (\$20 per table)**

Main- Select 2

Roast Chicken Supreme

Free range succulent Chicken
w/ Roast Potatoes, Vegetable Truss & Gravy

Roast Pork Sirloin

Juicy tender Pork strip from Baker's Creek QLD w/ a
Mustard Seed Sauce, Roasted Potato & Vegetable Truss

Braised Angus Scotch Fillet

Slow braised in Red Wine Jus
w/ Roast Potatoes & Vegetable Truss

Wild Caught Barramundi Fillet (Skin On)

Placed on a bed of Vegetable Medley & Baked Potato

SET MENU NO. 2

\$49.90 Per Person | Minimum of 30 pax
Select 2 items per course, served alternately

Entree - Select 2

Char-grilled Vegetable & Haloumi Stack

Char-grilled Sweet Potato, Zucchini, Capsicum & Haloumi
Cheese stacked and layered w/ a light green Herb Salad

Arancini Spinach & Ricotta

w/ Wild Rocket, Parmesan & Walnut Salad - Balsamic Glaze

Chicken Ravioli

in a Wild Porcini Mushroom & Tomato Passata

Asian Chicken Cold Noodle Salad

Marinated Chicken & cold Rice Noodle Salad
w/ Fresh Mint, Bean Sprouts, Carrots, Cucumber,
Celery & Capsicum w/ a mild Thai Dressing

**Platters of Salt & Pepper Squid can be added
to each table during Entree (\$20 per table)**

Main- Select 2

Chimichurri Grilled Salmon Fillet

Served w/ Baked Potato and an
Arugula & Avocado Salad

Fillet Mignon

Prime Eye Fillet wrapped w/ Smoked Bacon,
Beef Jus served w/ Potato & Vegetable Truss

Braised Lamb Shank

Braised until fork tender, served w/
Mashed Potato & Vegetable Truss

Chicken Involtini

Spinach & Ricotta stuffed Chicken Breast
wrapped in Prosciutto served w/
Mashed Potato & Vegetable Truss

Desserts - Select 2

Traditional Apple Tart

w/ Fresh Cream

Baked Vanilla Cheesecake

An individual smooth and creamy
Baked Cheesecake on a biscuit crumble base
w/ your choice of topping

Mixed Australian Cheese Board

A selection of Camembert, Blue Vein, Cheddar,
Dried Fruits & Water Crackers

*** All Meals served with Fresh Dinner Rolls & Butter**



SET MENU PACKAGES

SET MENU NO. 3

\$64.90 Per Person | Minimum of 30 pax
Select 2 items per course, served alternately

Entree - Select 2

Spinach & Ricotta Ravioli

w/ Cherry Tomatoes, Basil & Spanish Onion Sauce

Smoked Salmon Salad

Served w/ Sticky Ginger Dressing & Herbed Croutons

Tiger Prawn Risotto

Velvety smooth creamy Seafood Risotto
topped w/ Grilled Tiger Prawns

Sydney Rock Oysters

Natural Sydney Rock Oysters served w/
a Finger Lime & Cucumber Mignonette Dressing

**Platters of Salt & Pepper Squid can be added
to each table during Entree (\$20 per table)**

Main- Select 2

Salmon Fillet

Seared Atlantic Salmon Fillet on a bed of
Green Beans & Capers w/ a Choron Sauce,
served w/ Fondant Potato Chats

Chicken Ballontine

Succulent Chicken stuffed w/ Ricotta & Spinach,
served w/ Duck Fat Roasted Potatoes, Vegetable Truss
& pureed Spinach & Roasted Garlic

300g Scotch Fillet Steak

300g Scotch Fillet Steak, served w/ wilted Spinach
on Roasted Potatoes and dressed w/ a
delicious Roasted Capsicum Relish

Duck & Mushroom Risotto

Pea & Enoki Mushroom Risotto w/ Parmesan Cheese
and blushin sliced Duck Breast

Duck A' Orange

Twice cooked Duck w/ an Orange glaze served w/
Seasonal Vegetables

Desserts - Select 2

Traditional Apple Tart

w/ Fresh Cream

Baked Vanilla Cheesecake

An individual smooth & creamy Baked Cheesecake on a biscuit crumble base w/ your choice of topping

Mixed Gelato

Your choice of flavoured Gelato

*** All Meals served with Fresh Bread Rolls & Butter + Complimentary Tea, Coffee, Biscuit Treats**

EXTRAS

Minimum of 30 pax

Seafood Platters - Based on Market Price

Fresh Cold Blue Swimmer Crabs
Natural Oysters served on ice
Whole Poached Salmon

King Tiger Prawns w/ Delight's Cocktail Sauce
Smoked Salmon Platter w/ Dill & Sesame Dressing

Australian Cheese Platter - \$7.90 per person

(King Island to the Hunter Region)

A selection of Camembert, Brie, Blue Vein, Vintage Club,
Dried mixed Fruit, Nuts & Water Crackers

Antipasto Platter - \$7.90 per person

(Mixed Deli Meats, Cheese & Olive Platter)

A delight for everyone - from Salami, Smoked Ham,
Mortadella & Pancetta to Olives, Sun-dried Tomatoes
and marinated char-grilled Vegetables

Optional Dessert (Select 2) - \$4.90 per person

Seasonal fresh Melons & Fruit Platter

Mixed sliced slab Cakes

Creme Brule

Fruit Pavlova

Mini Chocolate Mousse

Red Velvet Slice

***Additional Platters & Share Foods available on request**

***Vegetarian & Gluten Free Menu available**



FINGER FOOD PACKAGES

FINGER FOOD MENU NO. 1

\$19.90 Per Person | Minimum of 20 pax

Select 5 items

Curry Puffs
Mac & Cheese Bites
Mini Quiche (Mixed)
Chicken Wings (Honey Soy)
Vegetarian Spring Rolls w/ Sweet Chilli Sauce
Mixed Party Pies
(Chicken Florentine, Pepper Steak & Mushroom, Lamb & Rosemary)
Grilled Swedish Meatballs w/ Smokey BBQ Sauce
Pizzas sliced (Vegetarian & Little House)
Tempura Fish Cocktails
Party Sausage Rolls

CELEBRATION OF LIFE

Package No. 1

\$18.90 Per Person | Minimum of 20 pax

Select 4 different Finger Food items from Finger Food Menu No. 1

Plus Tea, Coffee & Biscuits

Package No. 2

\$24.90 Per Person | Minimum of 20 pax

Select 4 different Finger Food items from Finger Food Menu No. 1

Assorted Sandwiches & Wraps
Plus Tea, Coffee & Biscuits

FINGER FOOD MENU NO. 2

\$24.90 Per Person | Minimum of 30 pax

Select 3 items

Lamb Sticks w/ Herb Yoghurt Dip
Teriyaki Tiger Prawn w/ Black & White Sesame
Cajun Chicken Tenderloins w/ Sweet Chilli
Crunchy Satay Chicken Sticks
Sesame Beef Skewers w/ Teriyaki Sauce or Satay Peanut Sauce
Tandoori Chicken Skewers w/ Cucumber & Yoghurt
Angus Beef Sliders
Mini Chorizo Empanadas

Select 3 items

Curry Puffs
Mac & Cheese Bites
Mini Quiche (Mixed)
Chicken Wings (Honey Soy)
Vegetarian Spring Rolls w/ Sweet Chilli Sauce
Mixed Party Pies
(Chicken Florentine, Pepper Steak & Mushroom, Lamb & Rosemary)
Grilled Swedish Meatballs w/ Smokey BBQ Sauce
Pizzas sliced (Vegetarian & Little House)
Tempura Fish Cocktails
Garlic Chicken Bites
Cheese & Spinach Filo Triangles
Party Sausage Rolls

PRICE LIST

ROOM HIRE

The Joe Kiernan Room - \$500

The Alfresco Bistro Function Area - \$100

Free Room Hire for functions over \$30 per person

Standard Room Hire Charges are
for a five (5) hour period

SECURITY - \$250.00

All 21st Birthdays and functions with 100
or more guests are required to have security.

All Functions Rooms close at 12:00 midnight

DECORATIONS

White Mesh Backdrop - \$60.00

Chair Covers & Sash - \$10.00 ea

Linen Table Cloth - \$10.00 ea

Mirror & Fish Bowl - \$10.00 ea

Table Numbers w/ Stand - \$2.00 ea

Stand - \$1.00 ea

Balloons \$1.00 ea

Balloons w/ Helium - \$3.00 ea

We do not allow any function to bring their
own helium bottles/ gas for WHS reasons

CAKEAGE FEE

Applies to All Menus

Complete Cake Cutting service, serve cake
with plates, napkins and cutlery

Up to 99 Guests - \$50.00

100 plus Guests - \$100.00



TERMS & CONDITIONS

1. Tentative Bookings – Functions can be tentatively booked and held for three (3) weeks. If the function is not confirmed the booking will be automatically cancelled and the date will be released for new bookings.

2. Confirmation – A function is not considered confirmed until we are in possession of the Function Booking Agreement duly signed by the Client and the requested First Deposit (as defined in item 3 below).

3. Payment Schedule – Confirmation of final numbers must be made no less than fourteen (14) days prior to the function/event. At this time payment of the final account total (excluding bar tabs) must be paid. Alternate payment arrangements must be agreed to by prior arrangement.

First Deposit – Upon confirmation, we require a deposit of **\$500**

Final Payment – The final payment is based on **final guest numbers and is required 21 days prior** to the date of the Function either by Cash, Eftpos or Direct Deposit. Any additional or unexpected charges must be settled at the end of the function on the same day.

Direct Deposit payments can be paid to:

Account Name: Canley Heights RSL & Sporting Club LTD

BSB: 082-490 **Account No.:** 509 263 049

(Please email a copy of the payment remittance to: accounts@canleyheightsrsl.com.au with your Name and Function Type/Date in the subject line).

4. Cancellation by the Client – All cancellations must be made in writing. Cancellations made after the Function Booking Agreement has been signed and/or the First Deposit has been received, will be subject to the following:

4.1. For notice of cancellation outside of 90 days to the date of the function: A cancellation fee will not be incurred and the Initial Deposit will be fully refunded, provided that we have received the notice of cancellation in writing.

4.2. For notice of cancellation within 60 days to the date of the function: A cancellation fee will apply and all deposits and/or payments made are non-refundable.

5. Final Function Details – Final guest numbers, menus, beverage arrangements, audio visual requirements, room set-ups, starting and finishing times must be confirmed twenty-one (21) days prior to the function date.

6. Function Timing – Canley Heights RSL & Sporting Club will not be held responsible should all guests not be punctual in arriving, or should attendees or the Client delay the commencement of any event, or if any other interference beyond the control of the Venue (the Club) does not permit us to run service at the confirmed time.

7. Commencement and Vacating of Rooms – The Client agrees to begin the function and vacate the designated function space at the scheduled times agreed upon. In the event a function should go beyond the agreed finishing time, the Venue (the Club) reserves the right to impose a labour charge as well as any other applicable charges, as described in Item 8 below, for each hour that the function space is occupied. Any time extensions must be arranged with your Functions Coordinator prior to the event.



TERMS & CONDITIONS

8. Extended Hours – Should you wish to extend beyond the agreed time, an hourly charge will apply, which will include staffing costs and any other costs associated to the extension of time. All applicable charges must be payable on the day of the function.

9. Food & Beverage – The Venue (the Club) is fully licensed and our policy does not allow food or beverage to be brought to the Venue (the Club) for consumption unless prior arrangement has been made.

10. Prices – All prices shown include GST and may be subject to change. Pricing will be confirmed in writing along with final function details stated in the Function Booking Agreement. Once confirmed these prices will not change unless the date of the function is transferred.

11. Room Hire – Room hire is not included in your package, depending on which room you may choose it will incur a surcharge for the room chosen. (Please refer to the Function Price List).

12. Security – The Venue (the Club) will not take any responsibility for the loss or damage to any equipment, merchandise, gifts or any personal items belonging to the Client or to any of the guests left on premises prior to, during or after the function.

13. Compliance – Clients are responsible for the orderly behaviour of their guest and the Venue (the Club) reserves the right to intervene where it seems fit.

14. Club Practices – The Club supports and practice the Responsible Service of Alcohol and will NOT allow intoxication, underage drinking or abusive behaviour.

15. Displays and Signage – No items are to be nailed, attached, pinned, screwed or glued to the walls of any area of the Venue (the Club) unless otherwise approved by the Venue.

16. Damages – Clients are financially liable for any damage sustained to the Club property by negligent acts through their own action or through the actions of their guests.

17. Entry of Guests – All guests are to sign the Function Register prior to entering the function, they must also sign in at reception should they wish to visit other areas of the club (e.g. gaming room). Guests can sign themselves in if they live outside the 5km radius (please see reception for zones) or if they are a member of an affiliated club (RSL or Sporting Club). If they are not a member of an affiliated club or live within the 5km radius they must have a financial Canley Heights RSL & Sporting Club member sign them in.

a. Covid Guidelines – Government legislation may also require all guests to sign-in via the Services NSW Covid-Safe QR Code before gaining entry. You may also be required to undertake a temperature scan/test. We ask if you are feeling sick or unwell that you do not visit the club and seek medical advice.



TERMS & CONDITIONS

18. Minors – Any guests under 18 years of age must have their parent/legal guardian’s supervision at all times and are restricted to movements within the function area only. All minors must vacate the premises by 10pm. All minors attending a function must be outlined on the “Minor Attendance Notification” form *[provided with Final Details form]. In the instance a minor not on this form arrives at Canley Heights RSL & Sporting Club, they will be denied entry.

Canley Heights RSL & Sporting Club has zero tolerance for underage drinking. Should a minor be found consuming alcohol the function may be shut down. For 21st birthday celebrations the total amount of minors that will be permitted entry will be limited. Please consult your Event Coordinator for further details. All guest must comply with the Registered Clubs Association Laws governing the Club’s Licence. No persons under 18 is permitted in licensed gaming areas and must always be in the presence and accompaniment of a responsible adult.

19. Unacceptable Behaviours – Canley Heights RSL & Sporting Club proudly commits to the Responsible Service of Alcohol. Club Management reserve the right to remove patrons attending events from the premises for unruly behaviour or patrons showing signs of intoxication as determined by management discretion.

20. Other Functions – The Venue (the Club) reserves the right to book other functions in the same room up to an hour and a half before the scheduled function commencement time and an hour and a half after the scheduled finishing time.

21. Fire, Life and Safety – The Venue (the Club) retains the right to adjust any set up to ensure fire, life and safety codes are not breached.

22. Natural Disaster – The Venue (the Club) takes no responsibility for any natural disaster e.g., flooding, fires, power failure, war etc;

23. Marketing and Advertising – Unless advised otherwise Canley Heights RSL & Sporting Club (the Club) may use any photos, video or DVD images taken by Canley Heights RSL & Sporting Club (the Club) of any event for marketing or advertising purposes.

24. Special Diets/Children’s Meals – We cater for all dietary requirements including vegetarians, vegans and special allergies at no extra charge. Please inform our Head Chef 21 days prior to your function. We cater for all children and have a special children’s menu available

25. Parking – the Club has parking facilities which of free of charges for your guests.

26. Sound Levels – Due to various Council and licensing regulations, management reserves the right to monitor and adjust any sound level from any amplified music in any event.

27. Club Dress Regulations – As a condition of entry to Canley Heights RSL & Sporting Club, patron’s attire must be clean, neat and tidy and in good repair at all times. THE FOLLOWING ARE NOT PERMITTED AT ANY TIME; Bare feet, ripped, torn, frayed, worn or offensive clothing, dirty footwear or clothing, singlets, headwear including caps, beanies, bandanas, hair rollers or other headwear (unless for medical purposes), brief shorts that may be considered offensive, no fluro shirts after 7pm.



TERMS & CONDITIONS

28. Outside Contractors – Outside contractors appointed by the Client or by the Venue on behalf of the Client must at all times abide by the Venue’s regulations and instructions. All outside contractors will be required to obtain their own Public Liability insurance with a minimum of \$10,000,000 and must provide certificate proof to the Venue.

29. Public Liability Certificate – A Public Liability certificate is required for all Suppliers at your Function. If you have booked your own, Band, DJ, Entertainment, Florist, Decorators for your function, we will need a copy of their Certificate of Currency – Public Liability Insurance, this needs to be valid for the date of your function to cover them for the performance or service they are providing. This is a requirement by law for insurance purposes to ensure they are covered in case of an incident. All Certificates need to be received no later than 21 days prior your function. All your suppliers need to contact your function co-ordinator the week of your function to confirm their access.

30. Decoration – Should you choose to bring your own decorations to the Venue, the Club (Canley Heights RSL & Sporting Club) will not take any responsibility for any damages to the items brought in or any injuries caused to your or/and to your guests. Clients are financially liable for any damages sustained to the Club property caused by items brought into the venue.

****Please Note****

No Supplier is permitted into the venue unless we receive their Certificate of Currency – Public Liability Insurance.
All Suppliers must pick up their items/decorations at the conclusion of the Function e.g.; sashes, DJ equipment etc;

By reading the abovementioned Terms & Conditions and signing the following Booking Agreement page, you are agreeing to all of the abovementioned specifications, Terms & Conditions and Function details as outlined in this document including the Booking Agreement Page.

CAKE WAIVER

I / We take full responsibility for any food that is brought onto the premises from an outside provider. I/We acknowledge that the venue cannot be held liable for any fault or injury to guests as a result of such products including but not limited to health, safety and quality standards of such items and allergic reactions.

CLIENT NAME: _____

CLIENT SIGNATURE: _____ **DATE:** _____

Final Food and Beverage details must be confirmed **14 days prior** to the day on which the function is held.

A minimum number of guests must be confirmed **7 days prior** to your function.

In the event of damage to Canley Heights RSL & Sporting Club property you will be held accountable and liable for costs and damages.



BOOKING AGREEMENT

Thankyou for choosing Canley Heights RSL & Sporting Club to host your upcoming function. Please check the following information is correct and sign where indicated.

PERSONAL DETAILS

Name: _____

Address: _____

Postcode: _____ Badge No.: _____

Phone: (H) _____

(M) _____

Email: _____

Have you read the Terms & Conditions Page: YES NO

By signing this Agreement, I/We agree to all of the specifications as outlined in the Terms & Conditions and documented in this Agreement. This Booking is not considered confirmed until the requested Deposit & Signed and Completed Agreement page is returned.

CLIENT NAME: _____

CLIENT SIGNATURE: _____ DATE: _____

SIGNED ON BEHALF OF CANLEY HEIGHTS RSL & SPORTING CLUB

STAFF SIGNATURE: _____ DATE: _____

FUNCTION DETAILS

Date: _____

Start Time: _____ Finish Time: _____

Occasion: _____

Room: _____

Guest No.'s: _____ Minors Attending: _____

Package Chosen: _____

Room Hire Cost: _____ Security Fee: _____

Cakeage Fee: _____ Additional Fees: _____

Bar Requirements: _____

Initial Deposit: _____ Date Paid: _____

Payment Method: _____

Taken By: _____ Balance Due: _____

Special Instructions: _____



TERMS & CONDITIONS - USE OF CLUB LAPTOP

Club Laptop -

Should you require the use of the Club's laptop to use for your function you will be required to pay a \$100 cash Bond payment.

This Bond payment will be returned to you in full at the conclusion of your function, if there has been no damage caused to the laptop during use.

Conditions of Use -

The Club laptop should only be used for the sole purpose of showing your function presentation/slide-show.

The Club laptop should not be used to access websites.

The Club laptop should not be used to download files or to transfer club owned files from the laptop to your own USB or to save files from your USB to the club laptop.

The Club laptop should not be used to post or link any materials that are defamatory, harassing or indecent.

In the event of damage to Canley Heights RSL & Sporting Club property you will be held accountable and liable for costs and damages and may forfeit the return of your bond payment.

By reading the abovementioned Terms & Conditions and signing the below, you are agreeing to all of the abovementioned specifications, Terms & Conditions and Use of Club Laptop guidelines.

CLIENT NAME: _____

CLUB STAFF NAME: _____

CLIENT SIGNATURE: _____ **DATE:** _____

CLUB STAFF SIGNATURE: _____ **DATE:** _____

