



Morwell Bowling Club Corporate & Party Bowls Information Package

Approx. 90 minutes use of the green
Guidance from an instructor
The latest coloured bowls equipment



52 Hazelwood Road Morwell Victoria 3840

Phone: 03 51343449

Fax: 03 51344957

Email: functions@morwellbowls.com.au

www.morwellbowls.com.au



Terms and Conditions (Bowls Package)

Confirmation of Bookings

A tentative reservation will be held for a period of fourteen (14) days. Once this time has lapsed the venue reserves the right to release the tentative reservation. A booking is considered confirmed upon receipt of this signed terms and conditions, completed booking form and deposit payment.

A bond of \$200 is required (if applicable). This amount will be refunded to you post event, provided that no damage has been done to the function room or any other part of the venue.

* We accept EFTPOS, cash & all major credit cards.

Final Details & Payment

The venue requires all food and beverage selections in to be provided fourteen (14) days prior to the event, along with tentative guest numbers, food service times and other specifics relating to your event. Final guest numbers are then required seven (7) days prior to your event, and this number will form the basis of your final charging. There are no refunds given should your guest numbers decrease after this time. Drinks tabs are payable at the conclusion of the event. All prices quoted are inclusive of GST. Whilst every effort is made to maintain prices, these are subject to change. In accordance with the venue's food safety program, no food is to be brought into the venue, or taken from the venue with the exception of an occasion cake. Clients and guests are also not permitted to bring any liquor into the venue. Liquor that is used for prizes or given as gifts will be held by the venue staff until the conclusion of your event.

Cancellation

Cancelling a function after a deposit has been paid can only be done by consulting directly with the Venue Management and only by the person who paid the initial deposit. In the event that your confirmed booking is cancelled, the following conditions will apply

30 -14 Days	Deposit will be forfeited
14 -7 Days	Deposit will be forfeited and 50% of function catering costs
7 Days or less	Deposit and 100% of function catering costs

Cancellation must be provided in writing

If the venue feels that any function / event will affect the smooth running of the business, security or reputation, management reserves the right to cancel at their discretion without notice or liability.

Minors, Additional Security

Minors are only permitted on the premises in the company of their parent, guardian or responsible adult. Minors are to remain in the room reserved and are to be supervised all times whilst within the venue.

Particular functions eg. 21st birthdays may require additional security. This will be decided at the discretion of the venue management team and will be charged to the client prior to the event proceeding.

Damage

Please be advised that organisers are financially responsible for any damage, theft, breakage or vandalism sustained to the function room or venue premises by guests, invitees or other persons attending the function. Should any extra cleaning be required to return the premise to a satisfactory standard, this will be charged to the client. The venue does not accept responsibility for damage or loss of merchandise left at the venue prior to, during, or after the function. It is recommended that all client goods be removed from the venue immediately after the function. In the event of fire, flood damage, industrial dispute or any other unforeseen circumstance that does not enable the event to proceed, the venue and management team will not be held responsible.

Signage, Decorations & External Supplies

Any additional equipment / entertainment / decorations or props required, other than those supplied / recommended by the venue, must be confirmed with management a minimum of two weeks prior to the date of the function. No items are to be attached to any surface within the venue by means of pins, glue, nails, screws or sticky tape. The venue must approve any and all equipment and decorations, and reserves the right to disallow any material deemed offensive or dangerous. It is the responsibility of the host to ensure any additional equipment, decorations etc are removed from the venue at the completion of the function.

Function Conduct & Client Responsibility

It is required that the organiser will conduct the function in an orderly manner and comply with requests as directed by venue management. All normal venue policies, procedures and legal responsibilities apply to any and all persons attending functions at all times, including total compliance to all responsible service of alcohol guidelines and standards. Management reserves the right to remove and eject uncooperative and intoxicated guests from the venue at their discretion without recourse. It is the organiser's responsibility to read all the terms and conditions listed and ensure the compliance of all function guests.

All requirements of the Liquor Control Act will be enforced by the Morwell Bowling Club.

Morwell Bowling Club has a policy to serve Customers in a responsible, friendly and professional manner and in doing so enforce the strategies of Responsible Service of Alcohol by:

- a) At the discretion of Management at anytime the function maybe be served light beer only
- b) This Club will not serve more than one nip (30ml) of spirits per glass.
- c) This Club discourages excessive drinking "shots". Straight drinks of spirits/liquors will be served at the managers/supervisors discretion.
- d) Iced water is provided on a complimentary basis on request

If you require any further information please do not hesitate to contact me. Thank you for the opportunity to quote.

Yours faithfully,
Sheryl Bayley
Functions Manager

Surcharge Public Holidays 15%

Surcharge Sunday's 10%

Terms & Conditions for Corporate or Party Bowls Bookings

Bad weather – in case of bad weather and your bowls booking needs to be cancelled, we will refund your payment for bowls. Any catering cost will remain unless we are unable to accommodate sufficient catering facilities or space.

Commencement time – an agreed play time can be organised, the average play is approx. 90 minutes.

Damage – the organiser is liable if any damage is sustained to the greens and surrounding area through malicious conduct

Entering a registered Club – the organiser of the function must take responsibility for their guests and anyone under the age of 18. All guests are required to sign in upon entry unless otherwise directed by the reception staff.

Dress Code – Please note men's singlets are not acceptable attire anytime on the Club grounds. – acceptable bowls footwear (flat soled shoes) or thongs

BAREFOOT PARTY BOWLS – GENERAL RULES

- WEAR FLAT SOLE FOOTWEAR, THONGS, SOCKS (NO SHOES) OR BAREFEET
- NEAT AND TIDY ATTIRE ON GREENS & IN CLUB HOUSE
- CLUB DRESS RULES MUST BE ADHERED TO
- NO DRINKS OR FOOD ON THE SYNTHETIC GREENS
- NO SMOKING ON THE GREEN – THERE ARE DESIGNATED SMOKING AREAS
- DO NOT DROP THE BOWLS ON THE GREEN
- STRICTLY NO DRIVING (fast bowls)
- DO NOT STAND IN THE DITCHES
- DO NOT SIT ON BANKS (edge of greens)
- OFFENSIVE/ABUSIVE LANGUAGE WILL NOT BE TOLERATED
- CHILDREN MUST BE SUPERVISED AT ALL TIMES
- BROKEN GLASS? PLEASE ADVISE STAFF A.S.A.P.
- AT COMPLETION PLEASE REPLACE ALL BOWLS AS A MATCHING SET OF 4
- FOOTWEAR MUST BE WORN IN THE CLUBHOUSE AT ALL TIMES

ENJOY YOUR GAME OF BOWLS



Menu Choices

Finger Food options

Option 1 – Finger Food & Bowls Package \$19.90 per head

Served Buffet style

- Point Sandwiches and Gourmet Rolls
- Mini Beef Pies – tomato sauce
- Mini Sausage Rolls – tomato sauce
- Thai Spring Rolls (V) – sweet chilli sauce
- Exotic Spice Samosas (V) – sweet chilli sauce
- Mini Dim Sims – soy sauce
- Tempura battered fish pieces – Tartare sauce & lemon wedges
- Chicken Strips – sweet chilli sauce

Option 2 – Finger Food & Bowls Package \$21.00 per head

Served buffet style

- Cheese and trio of dips platter with biscuits and crudities
- Cold Meat platters – Roast Chicken, Virginian Ham, Hungarian Salami (Mild)
- Antipasto platters – Olives, Roasted Capsicum, Fetta cheese, Marinated artichokes.
- Selection of sandwiches and rolls
- Fresh Fruit Platter

Option 3

Served buffet style

Hot Finger Food Platters (plus \$10.00 per head for bowls)

\$85.00 per platter serves 10 – 15 people

Items such as

Party pies, Sausage Rolls, Spring Roll, Dim Sims etc.

Nibble Platter (plus \$10.00 per head for bowls)

Chips, Nuts, dips, pretzels, kabana & cheese

\$60.00 per platter - serves 10 – 15 people

BBQ Package Options

Standard BBQ & Bowls package \$18.00 per person

- Hamburgers
- Beef Sausages
- Golden fried onions
- Garden Salad
- Coleslaw
- Bread
- Condiments

Premium BBQ & Bowls package \$22.00 per person

- Hamburgers
- Sausages
- Chicken Skewers
- Golden fried onions
- BBQ lamb Chops
- Garden Salad
- Coleslaw
- Bread
- Condiments

Deluxe BBQ & Bowls Package \$30.00 per head

- Hamburgers
- Sausages
- Chicken Skewers
- Golden fried onions
- BBQ lamb Chops
- Prime Rib Fillet Steak (150gm)
- Garden Salad
- Coleslaw
- Buttered chat potatoes
- Bread
- Condiments

Vegetarian options and dietary requirements also available on request

All pricing includes bowls equipment and coaching

Drinks available at bar prices / Alcohol Package's Available



**Morwell Bowling Club Party / Corporate Bowls
Booking Sheet**



Contact Name

Company Name.....

Billing Address.....

City/Suburb.....Postcode.....

Email.....

Phone..... Function Date.....

Time of arrivalam/pm Bowls Start timeam/pm

Food Serving Time

Number attending..... Deposit/Bond paid.....

Menus Option

.....

Bar Requirements (tick)

None

Pay As You Buy

Consumption Charge Bar Limit \$

Conditions

To ensure a smooth and successful function, all details relating to schedule, menus, beverages, and a tentative guest count are required at 1 week prior to your event.

I (The organiser) have read and understood the terms & conditions for booking the Morwell Bowling Club, and would like to confirm my booking

For (date of function)

Signed: Dated:.....
(Name of organiser)

Signed: Dated:.....
(On behalf of The Morwell bowling Club)

Deposit Details

Please circle **Visa / Mastercard**

Name of Card Holder _____

Card Number _____

Expiry Date _____

Email Address _____

Home Phone _____

Work Number _____

Mobile _____

Office Use Only

Cost (25% deposit required at time of booking)

Bowls Only \$ _____

Catering & Bowls \$ _____

Total \$ _____

Deposit amount processed \$ _____ Date _____

Outstanding Amount Processed \$ _____ Date _____

Total Amount Paid \$ _____
