

Toorak Burnside Bowling Club

25 Giles St, Toorak Gardens 5065

Phone and fax 8331 0062

Email address – tbbclub@adam.com.au

Function Booking Form

Booking nameContact person.....

Date of function

Your details

Phone (Home)(Mobile)

Email address.....

Function details

Start time Finish time

Anticipate number of guests: ***to be confirmed 7 days prior to function***

Deposited payment method: Cash or Cheque
 Electronic funds transfer BSB 015 257 Account 254 162 835

Deposit amount required to confirm booking **\$100**

Event Responsible Person

I have read and understand the requirements of The Toorak Burnside Bowling Club and agree to hold my function within those rules and regulations

Signed..... Date

Print name

FOR OFFICE USE ONLY

Date deposit received/...../.....

Toorak Burnside Bowling Club

25 Giles St, Toorak Gardens 5065

Phone and fax 8331 0062

Email address – tbbclub@adam.com.au

Function Guidelines, Rules and Regulations

Booking nameContact person.....

Date of function

Thank you for selecting Toorak Burnside Bowling Club (TBBC) as the venue for your up and coming social or corporate function. The club is a place to enjoy with family, friends or work colleagues.

When holding a function at Toorak Burnside Bowling Club it is important to adhere to the following rules and regulations.

- TBBC holds a Limited Club Licence; it complies with the Responsible Service of Alcohol at all times. All local, state and federal laws in regard to liquor licensing will be strictly adhered to at all times. It is understood that the organiser and guests will conduct themselves in an orderly manner at all times
- TBBC is the sole supplier of alcohol. No alcohol may be brought on to the premises unless prior arrangements have been made with the management
- General cleaning costs are included in the cost of the function. An additional fee will be charged if the cleaning costs after a function are excessive
- TBBC has a non-smoking policy for the club rooms and greens areas with three only clearly marked designated smoking locations within the club grounds
- Standard noise restrictions apply for any outside music and must be completed by 11.00pm
- TBBC will not be held responsible for any property misplaced or stolen whilst on the premises. All external and private property is brought onto the TBBC premises at the owner's risk
- Staff and management reserve the right to refuse entry to patrons and to remove those considered to be acting in an unruly, intoxicated, abusive, inappropriate or illegal manner, or for any other reason deemed necessary
- Any form of harassment will not be tolerated
- Possession or consumption of illicit and controlled substances will not be tolerated in any form
- Guests are asked to be mindful of surrounding residents when leaving the premises and are asked to leave in a quiet, sensible manner
- TBBC accepts cash, cheque or payment by electronic funds transfer
BSB 015 257 Account 254 162 835
- You must appoint a person to take responsibility for your function, who is empowered to take notice of and act upon the instructions of the TBBC Manager where deemed necessary, and who must be present throughout the function

I have read and understand the requirements of TBBC and agree to hold my function within the guidelines, rules and regulations as set out.

Signed Date.....

Print name