**REQUEST FOR HALL HIRE**

I Click or tap here to enter text. of Click or tap here to enter text. agree to abide by the Traralgon Olympians Soccer Club Hall Hire Terms and Conditions as stated below.

* **Hire date requested**: Click or tap to enter a date.
* **Time** (From/Until): Click or tap here to enter text.
* **Children’s Party** [ ]  **Full Hall Hire** [ ]  (Please select)

**TERMS AND CONDITIONS**

* Any damage to hall, security bond is forfeited, any cost above the bond amount will be paid for by hirer and repairs will be organised by the club.
* All floors should be mopped, and tables, toilets and surfaces wiped clean.
* Remove all rubbish to bins outside. If there is excess, remove it from the property.
* Cleaning of hall must be to club satisfaction it will be re cleaned by a club cleaner at hirers cost.
* Nothing other than Blue Tac is to be used to hang decorations from walls or ceiling.
* Hire of hall is for hall and car park only, this does not include soccer grounds.
* 21st Birthday Parties must have security; this can be booked through the club:
	+ Up to 60 people = 1 security guard
	+ Over 60 people = 2 security guards
	+ A minimum of 4 hours is required for security.
* All parties to be registered with the Victorian Police Partysafe program via following link. <https://service.vic.gov.au/find-services/outdoor-and-recreation/register-a-party-with-the-partysafe-program>

**LIMITED LIQUOR LICENCE RESTRICTIONS**

* Bar Staff are available until 12 midnight unless arrangements agreed to 1am.
* The bar is available at the cost of $250 for bar staff with drinks at club prices.
* Prebooked Function - BYO is available but does not include use of the bar.
* Prebooked function must cease by 1am

**Name:** Click or tap here to enter text. **Mobile phone number:** Click or tap here to enter text.

**Driver’s License number:** Click or tap here to enter text. **Date:**  Click or tap here to enter text.

Please return completed form via email to: Traralgon.olympians@gmail.com or by post to Hall Hire TOSC. P.O Box 1414 Traralgon 3844

**Note your booking is not confirmed until contacted by a club representative.**