

FUNCTION ENQUIRY + BOOKING FORM

NAME OF APPLICANT:

ORGANISATION | BUSINESS NAME:

CORPORATE | PRIVATE

COMMUNITY GROUP

CONTACT DETAILS:

MOBILE PHONE:

EMAIL:

POSTAL ADDRESS:

TYPE OF FUNCTION:

CONFERENCE

MEETING

PRIVATE FUNCTION | TYPE:

WEDDING

OTHER:

PA SYSTEM REQUIRED

PROJECTOR REQUIRED

DATE OF FUNCTION: DAY:

START TIME: END TIME:

NUMBER OF GUESTS: DO YOU REQUIRE FOOD & BEVERAGE SERVICES?

MORNING TEA

LUNCH

AFTERNOON TEA

LIGHT SUPPER

COCKTAIL MENU

SEATED MEAL

ADDITIONAL INFORMATION | REQUIRMENTS:

CENTENNIAL STADIUM FEES

FUNCTION ROOM

COMMUNITY GROUP FEES – ONLY APPLICABLE ON WEEKDAYS

HALF DAY 4 HOURS 8AM TO 12PM or 1PM TO 5PM	\$300
FULL DAY 8 HOURS 8AM TO 5PM	\$450

CORPORATE | PRIVATE FUNCTION FEES

HALF DAY 4 HOURS 8AM to 12PM or 1PM to 5PM	\$400
FULL DAY 8 HOURS 8AM to 5PM	\$650

EVENING FEES

LECTURE / MEETING 3 HOURS	\$400
BASE ROOM HIRE (SET UP BY CLIENTS)	\$600
CORPORATE FUNCTION / DINNER	\$1000
WEDDING HIRE	\$1500

COMMUNITY GROUP ELIGIBILITY

- × Organisations / Community groups engaged in charitable or other community-based activity's operating under Australian law and not established for the purpose of making a profit.
- × Non-profit organisations which are not operating for the profit or gain of its individual members, or organisation.
- × Ticketed events and functions organised by Community / Organisation are not eligible for community discount.

TERMS + CONDITIONS

GENERAL CONDITIONS

- × A set up and pack down fee will apply to all events exclusive of base room hire
- × Clients are financially responsible for any damage to the property, building, furniture, fixtures and fittings during and immediately following the function. This includes any costs for repair or replacement; the client is also responsible for damage caused by their guests, outside contractors or agents prior to, during and after the event
- × Electrical items brought on to the premises must be tested and tagged
- × Permission must be gained prior to placing any decorations within the facility
- × Clients are not permitted to attach any fixtures to the property or within the function room
- × Naked light candles are not permitted within the facility

RESPONSIBLE SERVICE OF ALCOHOL

- × Centennial Stadium Incorporated complies with Western Australian responsible service of alcohol legislation. All staff are trained in the Liquor Licencing Accredited 'RSA (responsible service of alcohol) and may refuse to serve alcohol to any person who they believe to be intoxicated or acting in disorderly conduct. Any intoxicated person will be removed from the venue
- × In accordance with liquor licensing laws, minors are only permitted on the premises in the direct company of their parent or legal guardian and may be asked to leave at the discretion of management. At no time is a minor permitted to consume alcohol on the premises
- × Children are the direct responsibility of their parent or legal guardian, constant parental supervision is required at all times

FEES

- × BOND of \$1000 is applicable to all evening hire (exclusive of Lecture / Meeting) to be charged one month prior, this fee will be refunded on inspection of facility within two weeks' post event
- × PLEASE NOTE: all breakages of glassware and damages to property and extra cleaning charges will be deducted from this fee if deemed necessary by management ×
- × SECURITY costs will be added to all evening functions and weddings
- × PUBLIC HOLIDAYS will incur a 15% fee across all Centennial Stadium fees

CANCELLATION

- × 6 MONTHS – full deposit refunded
- × 3 MONTHS – 50% deposit refunded
- × 1 MONTH – Full deposit retained

CONTENT OF EVENT

- × If Centennial Stadium Incorporated has reasons to believe that any function will affect the smooth running of the venue, its security or reputation, the management reserves the right to cancel at its discretion without notice of liability