



EVENT BOOKING TERMS AND CONDITIONS

Before confirming your booking please read the information provided. We hope you understand that we value our guest's experience above all else. We require confirmation of attendance to ensure we can provide the best service and environment possible.

CC Details:

Credit Card details and a deposit are required to make a booking and will be used as a guarantee.

To secure a booking please give us a call and provide credit details over the phone.

Alternatively you can fill out the form attached below and send it via email.

Please be aware that a non refundable deposit of 50% of the minimum spend will be taken at the time of the booking.

Booking and Confirmation

Please note your reservation is not confirmed until the credit card guarantee and deposit is received and acknowledged by our staff.

When booking via email we can hold the reservation for 48 hours until the details are given over the phone or the form is returned.

All events will be confirmed 14 days, 7 days and 24 hours prior to the booking. Should we be unable to reach you, please call or email us back to confirm your reservation.

Cancellation

Should you need to cancel your event or transfer the date in your party we require at least 14 days notice, in this case the deposit will be refunded completely.

Should you cancel within 14 days - 7 days the 50% deposit will not be refunded.

If there is a cancellation 7 days or less before the event a cancellation fee of the remaining total amount may be incurred if we are unable to re-book the venue to our usual standard.

Confirming Final Guest Numbers

In order to make your event special we require at least 48 hours notice of any changes in diner numbers. We will always try our best to accommodate any changes to your reservation but please be aware that increases and decreases to the amount of people on your reservation will be subject to venue restrictions.

Dietary requirements

When booking be sure to let us know if your guests have any allergies or dietary requirements. It's ok if you forget, just get in contact at least 48 hours beforehand. We may not be able to cater to surprise dietary requests at the time of the booking.

Venue Hire

Each event includes 3 hours of venue hire within the minimum spend. Any time spent over this is charged at \$250 per hour unless otherwise specified at the time of booking.



RESERVATION NAME:

DATE OF THE BOOKING:

TIME OF BOOKING :

NUMBER OF GUESTS:

MOBILE NUMBER:

EMAIL ADDRESS:

DIETARY REQUIREMENT:

CREDIT CARD AUTHORIZATION

NAME OF CARDHOLDER

CREDIT CARD NUMBER

EXPIRY DATE

CCV

SIGNATURE OF CARDHOLDER: