



Takapuna Croquet Club Inc
Auburn Reserve
8 Auburn Street
Takapuna, Auckland

VENUE HIRE CONTRACT

BOOKING DATE: _____ FEE: _____
HIRER: _____ CONTACT: _____
EVENT: _____ PHONE: _____

Clubhouse hire only: \$POA

Rates are based on a maximum 5 hour usage and should be read in conjunction with TCC's Terms and Conditions of Hire below. TCC reserves the right to increase (in negotiation with the client) the rate for periods in excess of times listed above.

Bookings are secured and confirmed only upon receipt of a \$100 non-refundable deposit.

Terms and Conditions of Hire

The Clubrooms have wheelchair access, male/female toilets, a full kitchen and tables/chairs. We do not operate a bar and clients are free to make their own catering arrangements.

Note: alcohol can be served but NOT SOLD on the premises.

As required by Law, the Club has an Accident Register on site which must be filled in if an accident or medical incident occurs. Accident book and First Aid Box (marked with a red cross) is on the wall in the bathroom.

The organiser of any event is required to lodge the event date, company or group, organiser's name and contact plus approx. no of guests in the Visitor's Book.

Our Responsibility:

- provide crockery, glasses, cutlery, zip heater, stove and other equipment in good working order
- provide use of tables and chairs
- provide the clubrooms in a clean and tidy fashion

Your Responsibility:

- treat the clubrooms and club members' possessions with respect
- leave the facilities clean and tidy (rubbish must be removed from premises at end of your function)
- if lawns are hired alongside the clubhouse, ensure that all guests wear flat-soled shoes on the playing lawns
- treat the lawns with respect
- ensure small children do not run freely on the playing surfaces and are supervised both inside the clubrooms and club surrounds - we cannot guarantee the safety of children
- be considerate of neighbours regarding noise levels
- leave the Club premises prior to 11pm on the day of the hire, ensure ALL windows and doors are locked
- any damage to equipment/premises or loss of any items whilst using facilities is to be repaired/replaced at hirer's expense

The hirer agrees to adhere to the Club's Terms and Conditions as stated.

Signed: _____
(on behalf of hirer)

Date: _____

Signed: _____
(on behalf of TCC Club)

Date: _____

DISCLAIMER - TCC Committee and its' members accept no responsibility for loss, theft or injury to hirers of the Club whilst using the Club facilities and lawns