



CLIFTON SPRINGS BOWLING CLUB INC

39 Springs Street, Clifton Springs Vic 3222

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GUIDELINES FOR HIRE OF Clifton Springs Bowling Club Facilities

Initial Request:

Prospective renters must initiate the process by submitting their requests to a Board member responsible for handling such inquiries. These requests should include details about the renter's specific requirements and an estimation of associated costs.

Board Review:

The Board of Management will review each booking request for approval. This review will assess factors such as suitability, availability, and compatibility with the club's policies.

Notification:

Following the Board of Management's decision, the person who made the inquiry will be promptly informed of whether their request has been approved or denied.

Agreement:

If approved, an "Agreement to Hire Premises" will be prepared and signed by the renter to formalize the arrangement.

Restrictions:

- Events like Under 30 Birthday Parties are permitted but must have supervision by a Bowling Club Member.
- Functions, including Bucks Parties, that intend to be advertised on the internet or social media are not allowed.

Costs Associated with Club Room Rentals:

- For Birthday parties and special functions, a \$250.00 withholding Bond is required in addition to a \$200.00 fee for premises rental.
- Club members hosting functions will be charged a \$50.00 premises rental fee, except when there is a guarantee that a minimum of \$200.00 will be spent at the bar. In the latter case, the \$50.00 hire fee will be waived.
- Requests for the use of the Bowling Green and Club Bowls will incur a fee of \$10.00 per person.

Payment Details:

Payments for rentals should be made to Clifton Springs Bowling Club via

Bendigo Bank: Account No. 140113887: BSB 633-000.

Please ensure that Club Rooms are left in a clean and orderly condition after your event.