



Blue Water Function Centre

*Where the ocean meets the lake,
the perfect place to celebrate!*

Function Package

Amaze your guests at our stunning waterfront venue. Blue Water Function Centre located on the first level at Swansea RSL Club sits perched on the edge of the Swansea Channel featuring breath-taking water views of the ocean and Lake Macquarie.

While our venue showcases the natural beauty and tranquillity of the surrounding area, inside our professional chefs and function staff pride themselves in their ability to deliver quality food and service ensuring that your function is everything you dreamed it would be, and more. We offer a range of facilities in a relaxed atmosphere. With the flexibility to cater for a number of events, we have a selection of function spaces and menu options to suit your needs and requirements.



To view 100's of photos of our weddings and functions please be sure to visit us on facebook - Swansea RSL Club

Function Rooms

Blue Water Function Room

Only metres back from the edge of the Swansea Channel, the grand private undercover balcony attached to Blue Water Function Room, is the perfect place for your guests to enjoy the stunning water views. The room also features full bar facilities, private amenities, air conditioning, plenty of space for a large dancefloor and audio/visual facilities. Suitable for up to 250 guests for a seated function and up to 350 guests for a cocktail function.

\$800.00 room hire fee

Charmers Function Room

*Tap beer & post-mix soft drink not available.
Beer and soft drinks available in bottles/ cans.*

Featuring glass panelling along two walls Charmers Function Room showcases spectacular views of the ocean and the Swansea Inlet. The room includes private bar facilities, air conditioning, and audio facilities. Suitable for functions of up to 75 guests.

\$350.00 room hire fee

Blue Water Lounge

Blue Water Lounge features beautiful views of Lake Macquarie and the ocean, exclusive use of the grand private undercover balcony, air conditioning, audio facilities and private bar facilities. Suitable for functions of up to 75 guests.

\$600.00 room hire fee

What is included in the room hire fee:

Crisp white linen table cloths and napkins

White skirting for the coffee station, cake and present tables

Use of our mirror faced cake table to display your cake on throughout the function

Experienced Function Manager to help you design and organise your function and give professional advice

5.5 hours room hire

(Friday & Saturday hire times: 10:30am-4pm or 6pm-11:30pm)

Room set up to your requirements

All crockery, cutlery and glassware.

A dedicated team of event professionals to provide food & beverage service for you and your guests during your function.

Private Function Bar:

To have the private bar open and serviced in your function room you must have a minimum of 50 adult guests with a minimum \$800.00 spend on function menu catering. If you do not meet these requirements and wish to have the private bar in the function room open the cost is \$25.00 per hour (minimum 2 hours)

21st Birthday parties:

*A security guard supplied by Swansea RSL Club **must** be hired for your event. A guest list must be supplied prior to guests entering the function room. Only guest's whose name is on the guest list will be permitted entry.*

Cost is \$325.00

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Plated Menu 1

Entrées

Tempura whiting fillets with garlic aioli

Sate chicken skewers with fragrant rice

Thai beef salad with coriander and lime dressing GFA

Chicken Caesar salad GFA

Garlic prawns served on a bed of jasmine rice GF

Spinach & ricotta tortellini with a pesto cream sauce

Roast pumpkin, baby spinach and feta frittata GF

Mains

Marinated chicken breast served with rosemary potatoes, seasonal greens and a lemon white wine sauce GF

Braised lamb shank served on garlic mash with steamed greens and a tomato rosemary sauce GF

Pork Sirloin served on stir-fry hokkien noodles with vegetables and plum sauce

Lemon Herb Macadamia Crusted Barramundi with beer battered fries, a rocket salad and herb aioli

200g Grain fed Sirloin with a seeded mustard sauce served with sweet potato mash and vegetables GF

Chicken breast with a creamy roast capsicum and pesto sauce served with roasted potatoes and steamed greens GF

Pork fillet scaloppini: grilled pork in a bacon and mushroom cream sauce served on sweet potato mash with buttered green beans GF

Main only - \$20.00pp

Entrée & Main - \$32.00pp

Includes bread roll and freshly brewed tea & coffee

GF = Gluten free dishes GFA = Gluten free option available

For dessert options see page 11

Please select two choices from each course to be served alternatively (minimum of 20 guests). For functions with less than 20 guests please select one option from each course - everyone gets the same.

For Christmas Functions please ask to see our Christmas themed menu

Plated Menu 2

Entrée

Tempura prawns served on an Asian style salad, with XO sauce

House made salt and pepper squid with citrus aioli

Peking duck spring rolls with Asian dipping sauce

Semi dried tomato, mozzarella and roast capsicum risotto balls topped with Napolitano sauce and parmesan cheese

Mini antipasto platter including marinated feta, olives, semi dried tomatoes, grilled vegetables and toasted bread GFA

Moroccan beef skewers with fragrant rice and spicy yoghurt GF

Sydney rock oysters with a retro classic Kilpatrick sauce GF

Main

Grain fed scotch fillet served on garlic potato mash with buttered asparagus and a red wine jus GF

Ham and mozzarella stuffed chicken breast with smashed potato, steamed greens and a sherry sage sauce GF

Mustard and herb crusted lamb rump, served with Swiss style potato rösti, green beans and a honey thyme jus

Fillet of salmon served on a mushroom and chive risotto with salsa verde GF

Garlic and herb grilled spatchcock on fried polenta with ratatouille and chilli jam

Pork cutlet on a curry and raison cous cous with fennel and toasted almond salad

Grain fed sirloin topped with king prawns served on a bed of sweet potato mash with seasonal greens and a creamy garlic sauce GF

Main only - \$29.00pp

Entrée & Main - \$46.00pp

Includes bread roll and freshly brewed tea & coffee

GF = Gluten free dishes GFA = Gluten free option available

For dessert options see page 11

Please select two choices from each course to be served alternatively (minimum of 20 guests). For functions with less than 20 guests please select one option from each course - everyone gets the same.

For Christmas Functions please ask to see our Christmas themed menu

Buffet Menu

Mains

Meat & Poultry

- Porterhouse beef steaks with wild mushroom cream sauce GF
Grilled chicken thigh marinated in paprika, garlic and olive oil GF
Honey Mustard chicken GF
Pork scaloppini in a creamy mushroom and bacon sauce GF
Marinated lamb leg with minted jus GFA
Roasted beef sirloin with a red wine jus GFA
Roast Pork with apple sauce GFA

Seafood - \$3.50pp surcharge per dish

- Barramundi with lemon dill sauce GF
Creamy garlic prawns GF
Seafood medley in a mild satay sauce

Sides

- Steamed seasonal vegetables GF
Creamy cheese and bacon potato bake GF
Baked potatoes GF
Baked pumpkin GF
Steamed rice GF
Fried rice GFA
Garden salad GF
Pasta salad
Caesar salad GFA

\$24.00 pp

(Your choice of 2 mains & 3 sides)

Minimum of 40 adult guests.

Children 11 years and under - 50% of adult price.

Includes bread rolls, tea & coffee and condiments

Gluten free dishes = GF Gluten free option available = GFA

Additional mains - \$7.00 pp, per main

Additional sides - \$2.50 pp, per side

Add plated entrée served to table

\$12.00 per person - Menu 1 \$17.00 per person - Menu 2

For dessert options see page 11

Canapé menu

Cold Canapés

Freshly shucked oysters with chilli ginger & rice wine vinegar GF
Smoked salmon crostini with lemon dill crème fraiche
Vietnamese rice paper rolls with ginger and lime dipping sauce GF
Semi dried tomato, roast pumpkin and baby spinach frittata GF
Rare roast beef on parmesan chip with tomato chutney GF
Bruschetta of roasted chicken with avocado & thyme mayo
Coconut, chilli & ginger prawn spoon with peach & mango salsa GF

Hot Canapés

Shredded chicken and bacon tartlet
Char grilled asparagus wrapped in prosciutto GF
Arancini balls with tomato relish
Peking duck spring rolls with hoï sin sauce.
Butternut pumpkin & three cheese scrolls
Tempura prawns and dipping sauce
Beef & chorizo meat ball with yoghurt dipping sauce

Substantial Canapés - served in noodle boxes with forks

B.B.Q. pork with Asian salad and crispy noodles
Char grilled chilli squid with chips and garlic aioli GFA
Chicken Caesar salad GFA
Tempura whiting with thick chips, tartare & lemon
Garlic prawns and jasmine rice GF
Spinach and ricotta tortellini with Napolitano sauce
Thai beef salad

Fingerfood

Vegetable Spring rolls, Risotto balls, Mini quiches, BBQ chicken wings, Salt & pepper squid, Tempura prawns, Duck and plum spring rolls, Gourmet mini meat pies, Satay chicken skewers

\$35.00 pp

Minimum of 40 pax

Includes freshly brewed tea & coffee

Gluten free dishes = GF Gluten free option available = GFA

Choose either:

3 hot canapés, 3 cold canapés & 2 substantial canapés OR
All items on fingerfood menu plus 2 substantial canapés

Additional hot or cold canapes - \$3.00pp each

Additional substantial canapes - \$7.50pp each

For dessert options see page 11

Roving finger food menu

Served by our wait staff to your guests throughout the function room:

Vegetable Spring rolls

Risotto balls

Mini quiches

BBQ chicken wings

Salt & pepper squid

Tempura prawns

Duck and plum spring rolls

Gourmet mini meat pies

Satay chicken skewers

\$22.00 pp *(minimum 30 pax)*

Note: this menu is substantial for a full meal

For dessert options see page 11



Platter Menu

Platters served to a table in your function room

Hot Platters

Mixed platter - \$85.00 - feeds approx. 10 pax

Cocktail fish pieces, Crumbed calamari, Chicken & Vegetable Dim Sims, Spring rolls, Mini meat pies and Sausage rolls

Vegetarian platter - \$85.00 - feeds approx. 10 pax

Spring rolls, Mexican style potato skins, spinach & fetta pastizzi's, onion rings, risotto balls, samosas

Gluten free platter - \$95.00 - feeds approx. 10 pax

Chicken nuggets, marinated chicken skewers, Aussie meatballs, potato skins with bacon, cheese & sweet chilli, BBQ chicken wings

Seafood platter - \$100.00 - feeds approx. 10 pax

Crumbed whiting, crumbed calamari, salt & pepper squid, prawn twisters, tempura scallops, seafood claws

Cold Platters

Cheese platter - \$100.00 each - feeds 30 pax

Mixed platter of assorted cheese, crackers, dips, dried fruit, nuts and grapes

Antipasto platter - \$85.00 each - feeds 30 pax

Cabanossi, cheese cubes, semi dried tomatoes, roasted capsicum, marinated fetta, olives, gherkins, pickled onions, tortilla chips, crackers and dips

Sandwich platter - \$80.00 each - 48 triangles

Fresh assorted sandwich platter

Fresh Seasonal Fruit platter - \$65.00 each - feeds 20-30 pax

Additional Catering Options

*Arrival canapes - \$8.00 per person (minimum 40 pax)
Delight your guests when they arrive with the chef's selection of hot and cold canapés served for 30 minutes*

*Arrival nibbles - \$3.00 per person (minimum 20 pax)
Variety of potato chips, corn chips, pretzels and salsa*

*Freshly brewed tea & coffee
\$3.00 per person (minimum 20 pax)*

Children's menu

Under 12 years

*Chicken nuggets and chips
Cheeseburger and chips
Fish and chips
Penne pasta with Napolitano sauce*

\$10.50 per person

With ice cream for dessert - \$13.00 per person

Junior's menu

12 - 16 years

*Chicken schnitzel with gravy served with fries and salad
Penne pasta with a bacon & mushroom cream sauce
Cheesy beef nachos topped with sour cream*

\$18.50 per person

With ice cream for dessert \$22.00 per person

Something for Dessert

Plated dessert - \$10.00 per person (minimum 20 pax)

Select 2 options to be served alternatively

Pecan pie with caramel sauce and double cream

Caramel sticky date pudding with butterscotch sauce and toffee shard

Vanilla panacotta with blueberry compote GF

Chocolate salted caramel tart with ganash and cream

Banana cream pie with passionfruit coulis and double cream

Dessert station - \$12.00 per person (minimum 40 pax)

Selection of cakes, slices and petite fours served with freshly whipped cream and berry coulis

Your function cake

Cut, individually plated, garnished with cream and berry coulis & served to guests at the table

\$3.00 per person

Cut and served on platters for guests to help themselves - side plates, napkins and spoons provided

\$25.00

Cut your own cake - cake knife, side plates & napkins provided

Free of charge

To accompany your cake

Freshly whipped cream to accompany your cake

\$30.00 per bowl - feeds 30 pax

Bowl of berry coulis to accompany your cake

\$40.00 per bowl - feeds 30 pax

Fresh seasonal fruit platter

\$65.00 per platter - feeds 20-30 pax

Private Function Bar

To have the private bar open and serviced in your function room you must have a minimum of 50 adult guests with a minimum \$800.00 spend on function menu catering. If you do not meet these requirements and wish to have the private bar in the function room open the cost is \$25.00 per hour (minimum 2 hours)

You are welcome to organise a bar tab with the Function Manager prior to the function, with your nominated \$ limit and inclusions. Payment of the bar tab is due at the conclusion of the function. Alternatively guests can purchase their own drinks.

Charmers Function Bar

Tap beer & post-mix soft drink not available.
Beer and soft drinks available in bottles/ cans.

Wine by the glass

Willowglen Semillon Sauvignon Blanc
Willowglen Chardonnay
Willowglen Moscato
Willowglen Rosè
Willowglen Shiraz Cabernet
Willowglen Cabernet Merlot
Willowglen Sparkling Brut

Beers on tap

Blue Water Function Room & Blue Water Lounge

Tooheys New, Tooheys Old, Victoria Bitter, Carlton Dry, Balter XPA,
Carlton Draught, Great Northern, Cascade Light

Optional Extras

Dancefloor
\$100.00

Data Projector and Screen (Blue Water Function Room only)
\$50.00

Portable TV/DVD player (60 inch screen)
\$50.00

Lectern and microphone or cordless microphone
\$25.00

100 helium balloons in your choice of colours with metallic ribbons
\$245.00

Professional DJ to entertain you for 5 hours
\$500.00

Glass hurricane lamp for table centre pieces with white pillar candles
\$10.00 each

Your function cake cut and served on platters for guests to help themselves - side plates, napkins and spoons provided
\$25.00

Photobooth package - \$875.00

Includes 4hr hire, unlimited double prints, video messaging, props, professional attendant, personalised message or logo, red carpet, bollards & rope, range of backdrop options, USB with all images from the night, delivery, set-up and pack-down.

Add a 50 page white leather photo album (recommended) - \$60.00

We are able to source a large variety of decorations including chair covers, table runners, centrepieces, coloured lights, ceiling draping, fairy lights etc. Price on application.

Function Terms and Conditions

The team at Swansea RSL Club are committed to providing the highest standard of service and provide the following information for your perusal. Our policies ensure the smooth running of your function.

Booking Confirmation – Deposit required - \$300.00. Bond required - \$200.00. Total \$500.00.

Your chosen date can be held tentatively for seven (7) days. To confirm your booking please ensure a deposit of \$300.00 and a bond of \$200.00 is paid within the 7 day hold period, and a signed copy of these Terms and Conditions are returned to the Function Manager. If the deposit and bond are not received by the end of the 7 day holding period your booking will be released. The \$300.00 deposit will come off the final payment for your function. The \$200.00 bond will be held to cover any damages that may occur and will be refunded in full by EFT or by cheque posted to you 7-10 business days after function date if no adjustments are necessary. Please note the Damage clause included in this document.

21st birthday functions - Deposit required - \$300.00. Bond required - \$500.00. Total \$800.00.

Substantial catering must be ordered for all 21st birthday functions.

Room Hire –Room hire is for a 5.5 hour period. This 5.5 hour period can be include any hours between 9am – 9:30pm (Sunday-Thursday) Friday & Saturday room hire times are either 10:30am-4pm or 6pm-11:30pm. Note bar service and music are to cease 30 minutes prior to the function conclusion time.

Minimum numbers - A minimum of 40 adults are required for the buffet, canape menu and the dessert buffet.

A minimum of 30 guests is required for the Roving Fingerfood menu.

A minimum of 50 adult guests with a minimum \$800.00 spend on function menu catering is required to have the bar opened in the function room. If you do not meet these requirements the cost to have the bar opened in the function room is \$25.00 per hour (minimum 2 hours)

Confirmation of details – Final confirmation of all details must be given to the Function Manager a minimum of 21 days prior to the function eg: timings, menu selections, room set up details, equipment required, entertainment, beverage requirements etc. Any changes to the confirmed setup/ floor plan of the function room within 24 hours prior to the function may incur a fee. You will also be required to supply a copy of your seating plan to the Function Manager 21 days prior if applicable.

Confirmed Final Numbers – Confirmed final number of guests attending is required 14 days prior to your function. This number will be regarded as the final number for catering purposes and you will be charged accordingly, even if fewer guests attend the event. Addition of extra guests must be given and paid for a minimum of 48 hours prior to the function. Failure to provide final numbers by the due date may result in you being charged for your previously estimated amount of guests.

Catering –Swansea RSL Club is fully licensed which prohibits the bringing of food and or beverages onto the premises with the exception of celebration cakes e.g. Wedding / birthday cakes. Health regulations state that no leftover food is to be taken by a client or guest from club premises. If by chance food is taken from the premises no responsibility will be taken by Swansea RSL Club or Club Management. Food and beverage items will be cleared from the function room a maximum of 1 hour after the initial serving time.

Payment of account – Full payment of account is required 7 days prior to your function. Payment can be made by cash, credit card (sorry AMEX and Diners Cards not accepted), direct bank transfer, or by bank cheque (sorry personal cheques not accepted)

Additional bar tab accounts are to be settled in full at the completion of your function by cash, Eftpos or credit card.

Public Holidays – A surcharge of 10% of the amount of your total account will be added for bookings on public holidays.

Smoking Policy – Smoking (including E cigarettes/ vaping) is not permitted inside the Club or on either of the upstairs balconies. Smoking is available in designated outside areas on the ground level of the Club. Smoking on the function balcony may result in the balcony being shut down during your event.

Children – Guests under 18 years of age are welcome to attend your function. Children must be supervised by an adult and stay inside the function room at all times. Unsupervised Children will not be permitted to stay in the venue.

Undesirable behaviour – Undesirable behaviour including offensive language, disrespect to staff members, dangerous behaviour or illegal activities will not be tolerated. Any guests partaking in undesirable behaviour will be removed from the venue.

Function conclusion times – The function room is to be vacated by all guests and organisers by the confirmed function conclusion time. This includes having packed up and removed any of your personal items and decorations. Bar service and music are to conclude 30 minutes prior to the function conclusion time.

Menu Selection – Final menu selections must be made 21 days prior to your function. Special menu items are available on request and we can cater for guests with special dietary requirements e.g. Vegetarian, Vegan, Celiac and allergies. These special requirements must be confirmed a minimum of 14 days prior to the function. We are unable to cater for special diets advised of on the day of the event.

Swansea RSL Club is fully licensed which prohibits the bringing of food and or beverages onto the premises with the exception of a celebration cake e.g. Wedding / birthday cake. Health regulations state that no leftover food is to be taken by a client or guest from club premises. If by chance food is taken from the premises no responsibility will be taken by Swansea RSL Club or Club Management.

Additional items – It is the responsibility of the client to place any additional items in the function room such as place cards, favours, decorations, seating plan, flowers etc. These must be packed up and removed at the conclusion of the function.

Responsible Service of Alcohol – Due to licensing laws, no liquor can be brought onto the premises by any guest at any function.

BYO facilities are not available however with prior notice we may be able to order in any special requests.

Swansea RSL Club enforces the *Responsible Service of Alcohol* and the *Responsible Gaming* laws. By law any person under the age of eighteen (18) years may not consume or purchase an alcoholic beverage, or participate in any Gaming activity.

Swansea RSL Club enforces the *Responsible Service of Alcohol* Laws including the duration of any Beverage Package

The management of Swansea RSL Club reserves the right to

1. Refuse service and remove from the premises any person believed to be intoxicated by alcohol or drugs
2. Implement a one drink per person policy.
3. Close the bar and terminate a function if guests do not practice responsible service of alcohol.
4. Refuse service and remove from the premises any person who is abusive or aggressive to staff or other patrons
5. Terminate the function if the host fails to comply with the licensing laws or is unable or unwilling to be responsible, present and able to liaise with staff regarding any issues throughout the function.

Prices – Whilst every endeavour is made to maintain prices as printed, all prices quoted are subject to change without notice.

Permissions – I acknowledge the Swansea RSL Club may take photographs of the Event and hereby give my express permission for the Club to use the media for promotional purposes.

Itinerary – You will work with the Function Manager to design an itinerary for your event which will be provided to you on a run sheet prior to the function and our staff will help to keep you on schedule throughout your function. Our staff are rostered around these confirmed times. Please note that requests to change the itinerary during the event may not be possible

Bar tab – Bar tabs must be paid for at the conclusion of the function.

Safety – For safety reasons drinks are not permitted on the dancefloor. Music will be ceased if guests fail to abide by this request.

Membership – All guests entering the Club must fall into one of the following categories:

1. Current members (membership card must be shown)
2. Temporary member (those who live outside 5km radius of the Club. Must show residential ID and sign in)
3. Signed in by a member (a guest who resides within the 5km radius, who is not a member of the Club, must be signed in by a member)

Note: This is State Government Legislation. Please ensure your guests bring photo ID.

Damage – The client will be financially liable for any damage sustained or items stolen from Swansea RSL Club property whether through their own action or through the action of their guests or appointed contractors. Should any damages occur your \$200.00 bond (\$500.00 for 21sts) may be forfeited. Additional charges may be incurred for substantial damage.

18th Birthday's – Please note that Swansea RSL Club does not permit 18th Birthday parties to be held at our venue.

Outside contractors – All out sourced contractors such as decorators, DJ's, entertainment, photobooths etc must have their own public liability insurance. A copy of contractor's public liability must be supplied to Swansea RSL Club at least 21 days prior to the function. Contractors must be fully set up in the function room 15 minutes prior to the function start time and must not pack up/ remove equipment until the function conclusion time.

Decorations – You are more than welcome to decorate your function space, however please note that **nothing is to be nailed, screwed, stapled or adhered to any wall, door or other surface of the venue. Confetti, glitter, table scatters, rice, polystyrene balls or the like are not permitted on the premises and a cleaning fee of \$100 will apply if this request is ignored. All candle flames must be enclosed.** Naked flames are not permitted. The staff of Swansea RSL Club will take all possible care in looking after guests belongings, however we cannot accept any responsibility for any loss or damage incurred to any items in the venue prior to, during or after any function. Please check with your Function Manager as to when the room will be available for decorating and when any decorations left on premises after a function must be collected. Swansea RSL Club staff take no responsibility for the decorating of the event space, unless prior arrangements have been made or if decorations have been ordered directly through us. **Any decorations/ items supplied by yourself or a third party must be packed up and removed at the conclusion of the function. Failure to do this may result in part of your bond being kept to cover additional staff wages.**

In house DJ & Photobooth bookings – If you require a DJ or Photobooth to be booked by Blue Water Function Centre either as part of your package or separately, notice must be given to the Function Manager at your earliest convenience to ensure availability. A surcharge may apply if we need to outsource the booking to a company who is not our preferred choice. Please note that DJ's & photobooth attendants booked through Blue Water Function Centre require a trade meal to be provided for them during the function.

Cakes – Cakes are only permitted for functions holding a celebration eg: birthday, engagement, anniversary. They are not permitted for other functions as an alternative to ordering dessert. Please note that the staff of Swansea RSL Club take no responsibility for the setting up of or storage of your cake. Your cake should be delivered and fully assembled on the cake table provided. Note: Cakes must be delivered on the day of the function. Swansea RSL Club does not store cakes overnight. Any leftover cake must be collected no later than the day following the event.

Supplying your own DJ/ Entertainment - If you are providing your own DJ or Entertainment a copy of their Public Liability Insurance must be provided to the Function Manager a minimum of 21 days prior to the function. If this is unable to be provided the DJ/ Entertainer must sign a waiver form which will also be due a minimum of 21 days prior to the function. DJ/ Entertainer is to confirm any equipment that is required to be provided by the venue eg: table for equipment, chair, access to power etc. a minimum of 21 days prior to function. **All DJ's/ Entertainers must be set up and have sound check completed a minimum of 15 minutes prior to the function start time. DJ's/ entertainers are not permitted to bring in and set up their equipment once guests have entered the function room. DJ's/ Entertainers must not pack up/ remove equipment until the confirmed function conclusion time (after guests have vacated the room).** Please ensure your entertainer(s) are aware of the set up/ pack down times. Due to the glass panelling in Charmers Function Room electric guitars/ instruments and drum kits will not be permitted to entertain in this area. Other entertainment is permitted – please check with the Function Manager.

Cancellation – Cancellation of your function must be notified in writing.

Cancellation 6 months or more prior to function - \$100.00 cancellation fee applies. Remainder of deposit and bond will be returned.

Cancellation 4-6 months prior to function - \$300.00 cancellation fee applies. Deposit payment will be forfeited, bond payment will be returned.

Cancellation 1-3 months prior to function – \$500.00 cancellation fee applies.

Cancellation 2-4 weeks prior to the event – \$500.00 cancellation fee applies plus you will be liable for 50% of the estimated final account based on what has been confirmed with the Function Manager.

Cancellations 14 days prior to the event – \$500.00 cancellation fee applies plus you will be liable for full payment of the organized final account.

Swansea RSL Club reserves the right to decline or cancel any function or booking

I, _____ have read and understood the above Terms and Conditions. I understand that this is a legally binding contract and I agree to be responsible for this booking including the actions of my guests and to abide by these Terms and Conditions.

Signature _____ Membership number _____

Date signed _____ Function date _____

BOND REFUND

Please advise how you would prefer to receive your bond refund.

Deposited into your bank account. Please provide the following details:

Bank: _____

BSB number: _____

Account number: _____

Account Name: _____

Posted to you as a cheque. Please provide the following details:

Name cheque to be made out to: _____

Address cheque to be sent: _____