

Casellas Wine – Tapas - Grill

Functions Terms & Conditions

CONFIRMATION OF BOOKINGS

Casellas will tentatively hold a booking for a period of fourteen days. Confirmation of the booking is verified when Casellas receives a \$500 non-refundable deposit.

GUARANTEED NUMBERS

A minimum guaranteed number of guests is required three working days or 72 hours prior to the function. This number is the minimum number billed. Final numbers may increase one day prior.

ROOM HIRE

Casellas will charge a non refundable amount of \$200 for use of room hire exclusivity, this will entitle the organizer to exclusive rights to the function room, including private bar, linen and a bar person for the duration of the event.

AUDIO VISUAL

Casellas can provide upon request audio visual equipment such as but not limited to white boards, data projectors, white board markers, small scale pa's, microphones, lecterns etc. Cost of hire will be discussed with function co-coordinator.

CANCELLATION

Please provide Casellas with written notice of cancellation.

PRICING AND MENUS

At the time of print, the prices quoted on our brochure are correct. All prices and menus are subject to change and may be changed without notice. Prices quoted will not alter once the booking is confirmed.

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DAMAGE TO PROPERTY

Casellas does not accept the responsibility for the damage or loss to any client's property left on the premises prior to, during or after an event. Organisers are financially responsible for the damage to fittings, property or equipment by guests or outside contractors. Nothing is to be nailed, screwed, stapled or adhered to any wall, door or other surface of the building unless approved by the manager. Any damage will be billed accordingly. Casellas Management may ask for a \$500 Bond payment to be paid prior to the function, and returned once function is over and no damage has been done to the venue.

LAWS & REGULATIONS

At no time will the client commit any act or permit its employees, agents or invitees to commit and act that is illegal, noise some or offensive or is in breach of any statues, by laws, regulations, or any other provisions having the force of law, included but not limited to the Liquor License and Fire Regulations.

PAYMENTS

Corporate events will be sent an invoice via mail payable within 7 days. All private events must be paid in full prior or straight after the event.

NOISE

Any events held at Casellas must abide by the Environmental Protection (noise) regulation 1996.

I _____, here by
understand and accept the above terms and conditions.

Date: _____

Signed: _____