

## Indoor Function Room Application Form

**Pulse Indoor Function Room Address: 9 The Crescent, Wentworth Point 2127 NSW**

**Pulse Phone: 9647 4333**

**Pulse Email: admin@pulselife.com.au**

**Pulse Indoor Function room area:**

Hirer Full Name:

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Booking Date:

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Hired Hours (Start & Finish Time):

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Hirer Mobile:

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Hirer Email:

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Hirer Address:

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Number of Attendance (50 Maximum Capacity including children):

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Event Type:

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Will there be Alcohol at your function? (YES/NO): 

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**If 'YES' please see 3.9 as a legitimate RSA must be provided**

Details of RSA attendant (Full name and contact details): **Copy also to be provided with application**

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**\* BOOKING IS NOT CONFIRMED UNTIL FULL PAYMENT AND SIGNED AGREEMENT IS RETURNED**

Please list the times of the event (include the times for 'Set Up and Clean-up of Facility' in the marked section). All bookings are subject to availability:

- **A 3-hour minimum is required; includes 'Set Up and Clean-up of Facility' within hired hours.**
- **The room will not be opened any earlier prior to your set starting time. No Exceptions.**
- **A bond of \$150 is compulsory with all bookings. This will be returned the week after your function provided the room has been cleaned, put back to its original condition and is damage free.**



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Indoor Function Room Hire Rates Table								
Tick	Room / Area	Date of Function	Start Time	Finish Time	Total Hours	Hire Rates	Subtotals	
						Hourly (3 Hour Minimum)		
✓	PULSE Indoor Function Room					\$450 (3 Hour Minimum)		
Set Up and cleaning of Facility								
✓	Set Up: By Applicant					No Charge		
✓	Clean Up: By Applicant					No Charge		
Additional Charges / Fees								
	5 x large round tables (cater for 10 people per table)					\$75		
	Up to 50 x Chairs					\$75		
✓	PULSE staff open room / close room					No Charge		
✓	Use of basic facilities within the kitchen area (Bench tops)					No Charge		
✓	Use of Fridges in kitchen area					No Charge		
	Additional Hours					\$75 per additional hour		
✓	Cleaning Bond (refunded to nominated Bank account within 7 days if facilities are left clean on completion of the event)					\$150		
						<b>Grand Total:</b>		

Bank Account details for return of cleaning Bond

Bank \_\_\_\_\_

Account Name \_\_\_\_\_

BSB - - - - -

Account Number \_\_\_\_\_

## Indoor Function Room Application Form

### 1. Payments by Hirer

1. The hirer must sign and return this agreement to PULSE and pay PULSE the grand total due (as set out Hire Rates table above) upon signing this agreement.
2. Any additional goods and services requested prior or during the function is to be paid to PULSE on the day of booking prior to the event.
3. On the date of signing this agreement the hirer shall pay to PULSE the invoice in full, plus the \$150 cleaning bond which will secure the booking to the PULSE INDOOR FUNCTION ROOM.

### 2. Cancellation by Hirer

1. **If the hirer cancels the proposed hiring at any time, the hirer is not liable to pay PULSE a cancellation fee, if and unless the hirer cancels within 2 weeks prior to function. In this case the full amount is retained by PULSE, and the cleaning bond will be returned.**
2. Upon cancellation by the hirer this agreement shall be terminated and PULSE shall be entitled to rehire the PULSE INDOOR FUNCTION ROOM.

### 3. Venue Use

1. The hirer shall at all times use and occupy the INDOOR FUNCTION ROOM in acceptable nature.
2. The hirer shall at all times comply with the "PULSE RULES AND GUIDELINES" and shall also comply with all reasonable written or verbal directions given to the hirer by PULSE at any time.
3. The hirer shall make good and repair all damage to INDOOR FUNCTION ROOM that has been caused during the hire period.
4. The hirer must reimburse PULSE in full amount, for damaged caused to INDOOR FUNCTION ROOM
5. Any of the hirer's plant and equipment (belongings) left behind in the INDOOR FUNCTION ROOM after function will be collected by PULSE staff if found on site post function.
6. The hirer shall ensure that any noise/disturbance to surrounding residential is kept satisfactory from time to time.
7. The only plant, equipment, furniture and fittings which will be provided by PULSE will be nominated by PULSE prior to the date of this agreement otherwise all plant, equipment, furniture and fittings will be supplied by the hirer itself at its own cost and expense.
8. A maximum of 50 attendances per function held in the INDOOR FUNCTION ROOM, no more.
9. **Alcohol is strictly prohibited throughout the duration in the INDOOR FUNCTION ROOM, unless hirer has provided PULSE management with their legitimate up to date RSA (Responsible service of Alcohol) certificate, provided that alcohol is in the form of canned or plastic bottles ONLY. The hirer is liable for responsible service of alcohol for the duration of the hired period.**
  - a. **Anyone consuming alcohol must be over the age of 18.**
  - b. **Anyone intoxicated or acting in a disorderly function due to alcohol consumption will be removed from the premises.**
  - c. **Glass bottles are strictly prohibited within the entire PULSE FACILITIES.**
  - d. **Canned alcoholic beverages are allowed, provided by the hirer at own expense upon providing PULSE management with the hirer's RSA.**
  - e. **Alcohol is to be kept within the gates of the hired INDOOR FUNCTION ROOM. Alcohol is not, at any time, allowed to be brought into the pool or the public area. (Allocated alcohol areas are located within function ONLY).**

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10. The hirer is expected to leave INDOOR FUNCTION ROOM, in a clean and orderly manner. This includes cleaning and disposing of all rubbish at the allocated rubbish bins. Any excess rubbish must be taken with the hirer and disposed of. If this level of cleanliness is not met, the hirer will be charged a cleaning fee.
11. If the hirer wishes to hire any additional services (e.g. catering, entertainment OR props) PULSE must be notified prior.
12. No Jumping castles are allowed.
13. Any or all Pulse Staff assume no responsibility for supervision of any persons attending a function in the Indoor Function Room. By signing this form, you take responsibility of all people attending your function.

#### **4. Termination**

1. PULSE shall be entitled to terminate this agreement at any time where PULSE is unable to fulfil its obligations under this agreement as a result of circumstances beyond its control. PULSE shall not have any liability to the hirer whatsoever as a result of such termination except that PULSE shall refund to the hirer any part of the total fees and charges paid by the hirer under this agreement prior to the date of termination.
2. If, at any time, the hirer breaches this agreement they will be asked to leave the premises and no refund of hire period will be issued.

#### **5. Assignment and Acknowledgment**

1. The hirer acknowledges that prior to signing this agreement it has inspected the INDOOR FUNCTION ROOM and agrees that it is suitable for its proposed uses.
2. PULSE does not make any warranty or representation in respect of the suitability of the INDOOR FUNCTION ROOM for the hirer's proposed use and the hirer has not relied on any such warranty or representation in entering into this agreement.

#### **6. Interpretation**

1. This sets out the entire agreement and understanding of the parties relating the hire, use and occupation of the INDOOR FUNCTION ROOM.
2. Any person signing for and on behalf of the hirer warrants to PULSE that he/she has the authority to execute this contract on behalf of the hirer and to bind the hirer to the obligations imposed on the hirer pursuant to this agreement.

## **INDOOR FUNCTION ROOM Application Form**

### **INDOOR FUNCTION ROOM RULES AND GUIDELINES**

- x The Indoor Function room is open to all Pulse Club Members and their registered Guests.
- x Guests and Children must always be in the company of a Member when using the Pulse facilities.
- x Entry to the Indoor Function room and use of all Pulse facilities is at your own risk.
- x All Pulse facilities are **smoke free areas.**
- x Pets are not allowed in the Indoor Function room (Guide Dogs are an exception).
- x Glass containers are not to be brought into the Indoor Function room.
- x Spitting, swearing, profanity or other loud and offensive behaviour is not permitted.
- x Members and Guests must follow instructions given by Pulse Club Management or Security.
- x Please ensure valuables are not left unattended.
- x Management reserves the right to suspend or cancel membership for a breach of Rules.
- x Indoor function room hire is only available outside the Pulse class timetable.

The undersigned acknowledges the hirer has read, understood and accepted all terms and conditions for hiring and using the **PULSE INDOOR FUNCTION ROOM** and agrees to **PULSE MANAGEMENT** holding the above payment applied to the final account and understand any return of this deposit will only occur as per the cancellation listed within the agreement.

**HIRER:**

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Print Name:

Signature:

Date:

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