

WAUCHOPE R.S.L. CLUB LTD

FUNCTION SHEET

Corner of Young & Cameron Streets Wauchope
PO Box 57 Wauchope NSW 2446

Ph: 02 6585 2244 Fax: 02 6586 1021 Email: michelle@wauchopersl.com.au

Function Date: ____/____/____ Type of Function: _____ Taken By: _____

DEPOSIT AMOUNT: \$ _____

10% of Food Account to Maximum of \$200.00— Payable on return of Function Sheets
Non Refundable on cancellation within 7 days of function

Please tick if any of these groups apply

Community Group

Not for Profit Charity Organisation

Sporting Group

Wauchope RSL Club Sponsored Group

Name: _____

Contact Name: _____

Ph BH: _____ AH: _____

FAX: _____

Address: _____

Email: _____

Arrival Time: _____

Serving Time: _____

No later than 7.00 pm serving time

Menu Style: _____

No Adults: _____

No Children Under 12: _____

Bar Person Required Monday to Saturday (minimum 50 people No Charge): Yes / No

Available for Aud 1, Aud 2 or Rosewood Rooms ONLY

Less than 50 people charges apply Monday – Friday \$26.00 per hour, Saturday \$29.00 per hour,
Sunday \$34.00 per hour, Public Holiday \$48.00 per hour

Minimum of 3 hours apply for Bar Person

Sunday & Public Holiday rates for Bar Staff will be charged irrespective of numbers

* Please note prices are subject to change without notice

Final Numbers must be advised at least 7 working days prior to the function.

Special dietary requirements: _____

Head Table Required: Yes/No No of people at Head Table: _____

Cake Table Required: Yes/No

Chair Covers & Sashes: (Additional \$4.50 per chair)

Tablecloths: Paper (N/C)
 Linen (Additional \$6.00 per table)

Serviette Colours: _____

Wedding Table Flounce: Yes / No (Additional \$55.00)

Cake Table Flounce: Yes / No (Additional \$35.00)

Juke Box: Yes/No (Additional \$110.00 GST Inclusive) see the office
 Not available in Lone Pine & Lasiandra Room

CD Player only supplied: Yes / No (N/C) Please note it is your responsibility to supply your own music CD's

Dance Floor: Yes / No (N/C) Not available in Lone Pine & Lasiandra Room

Microphone: Yes / No (N/C) Not available in Lone Pine

White Board: Yes / No (N/C)

Data Projector Yes / No \$55.00 **GST Inclusive**

Room Hire, Cleaning & Setup Fee \$ _____

Major \$150.00 GST Inclusive

Minor \$110.00 GST Inclusive

Minimum \$55.00 GST Inclusive

*** Please note prices are subject to change without notice**

Room Selection:	FR/1 Rosewood Room Seated Capacity 70 Carvery Capacity 70 FR/2 Lone Pine Room Seated Capacity 40 Auditorium 1 Seated Capacity 125	FR/3 Lasiandra Room Seated Capacity 54 Carvery Capacity 54 Auditorium 2 Seated Capacity 125
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PLEASE NOTE: Bar Service only available in the Auditorium 1 & 2 & Rosewood Room

Note:

Confirmation of booking is made when **functions sheets are returned** to the Club

SPECIAL FORMS AVAILABLE FOR SUNDAY & PUBLIC HOLIDAY FUNCTION BOOKINGS

Unless otherwise stipulated, colour schemes will be chosen from the Clubs colour range only.

Unless otherwise stipulated, all tables will be set with paper tablecloths

Final Numbers to be advised to the Club 7 days prior to the date of the function

Final Numbers will be used to calculate the amount to be charged.

Further requests or instructions may be made by contacting the Club.

Late service will incur additional costs of \$25.00 per hour

Club dress regulations apply to all functions – see notice board in foyer

Signed _____ Function Organiser Date: ---/---/---

NOTES:

* Please note prices are subject to change without notice



FLOOR PLAN

* Please note prices are subject to change without notice

WAUCHOPE R.S.L. CLUB LTD

FUNCTION REFRESHMENT REQUIREMENTS

Corner of Young & Cameron Streets Wauchope

PO Box 57 Wauchope NSW 2446

Ph: 02 6585 2244

Fax: 02 6586 1021

Email: michelle@wauchopersl.com.au

DATE OF FUNCTION: ____/____/____

NAME: _____

ADDRESS: _____

PHONE: BH _____ AH _____ FAX _____ EMAIL _____

TYPE OF FUNCTION: _____

ARRIVAL TIME: _____ SERVICE TIME: _____

PLEASE NOTE: Bar Service only available in Auditoriums 1 & 2 & Rosewood Room

BAR PERSON REQUIRED Monday to Saturday (Minimum 50 people No Charge): Yes / No

Less than 50 people charges apply Monday – Friday \$26.00 per hour, Saturday \$29.00 per hour, Sunday \$34.00 per hour & Public Holiday's \$48.00 per hour. **Minimum of 3 hours** apply for **Bar Person**

Sunday & Public Holiday rates for Bar Staff will be charged irrespective of numbers

DRY TILL REQUIRED Yes/No If Yes Amount \$ _____

REFRESHMENT REQUIREMENTS: Please advise quantity and type required

BEER ON TAP **Rosewood Room or Auditoriums** only choice of 3 Varieties of Beer:

Toohy's: New Old XXXX Gold **Carlton**: Dry VB Reches Pure Blonde Cascade Lite

Please circle 3 choices

If it is on tap you can request your preference

DO YOU REQUIRE CARAFES OF WINE AND/OR JUGS OF JUICE ON THE TABLES: Yes / No _____

(If you are unsure, Management would be happy to assist with your liquor requirements).

EXTRAS (if any) _____

Signed _____ Function Organiser Date: _____

*** Please note prices are subject to change without notice**