

The

RACQUET CLUB

FUNCTIONS & EVENTS



The **RACQUET CLUB**

WELCOME

Welcome to The Racquet Club located in the Elanora Squash & Fitness Centre on Kalang Road, Elanora Heights. Our main balcony area has ocean views above the hustle of Elanora shops, is filled with comfortable day bed seating and a relaxed boutique ambience.

The Racquet Club is the ideal venue for any occasion; be it a birthday celebration (including 21sts), business lunch, corporate team-building, end of year parties, kids parties or just because!

@ The Racquet Club – we can cater for anything!

Give Tim a call on 9913 9003

or email bar@theracquetbar.com.au

WHATS INCLUDED

- Exclusive Area Hire & VIP barriers
- Ambience including lighting & styling
- Live music for Friday night events
- Exclusive venue hire on Saturday nights (min spend applies)

CAPACITY

The capacity of the function spaces is 60. If you wish to hire the entire venue exclusively it is possible on Saturday and Sunday nights - with a minimum spend required to do so. For functions smaller functions we have a variety of spaces, hours, catering & seating options available to help your event suit your guests.

ENTERTAINMENT

Friday night functions will benefit from our live musicians at no extra cost. For functions during the day DJ's & musicians are available upon your request for an additional fee. Should you choose to supply music during this time, this will need to be arranged prior to the event.

MINIMUM SPEND

FREE ROOM HIRE

Room hire is free, however if you would like to hire areas of The Racquet Club for your exclusive use we will require a pre-paid minimum bar spend of \$1000 (not inc catering). We have 2 spaces available for that would suit intimate functions/dinner parties of 20 all the way to exclusive hire of a larger space for up to 60 guests. For exclusive hire of the whole venue please get in touch to discuss pricing.





DECORATION

Our function manager can assist with suppliers of balloons, party supplies & preferred event stylists to help with the theme of your event. You can bring your own balloons also decorate yourself but this must be mentioned & pre-approved this at time of booking.



MENU

For menu options please contact Katherine our functions manager. Catering selection must be made 7 days prior to the event to ensure your chosen food selection can be served at your event. We have many caterers we can use, depending on what theme you would like. Please note that due to licensing food is to be served throughout the duration of your event.



BOOKINGS

There is a minimum non-refundable deposit of \$150, which we will debit from your credit card as booking confirmation of your event. The deposit is paid when the booking confirmation form is returned.

For full terms & conditions and cancellations please refer to our terms & conditions page.

AREAS FOR HIRE

AREAS AVAILABLE FOR HIRE



NORTHERN END BALCONY

The Northern End Balcony is perfect for canape's and drinks and is open air, seating is relaxed with day beds, dry bar and bar stools max 40 people.



SOUTHERN END BALCONY

The Southern End Balcony is perfect for sit down soirees or canape's and drinks and is undercover; includes table seating, dry bar & bar stools max of 50 people.

EXCLUSIVE VENUE HIRE

EXCLUSIVE VENUE HIRE INC INSIDE SQUASH CLUB ROOMS, NORTHERN END BALCONY & SOUTHERN END BALCONY

The entire venue "The Racquet Club" is available for exclusive hire 7 days a week during the day plus Saturday & Sunday nights with a max of 60 guests. Areas included are the entire balcony both northern & southern ends (description above) plus the inside squash club room which includes the bar area, 4 bar tables, bar stools, big screen television & a fireplace. Please get in touch for minimum spend.

TERMS AND CONDITIONS

BOOKING CONFIRMATION

All tentative bookings will be held for a period of five (5) working days, after which time the booking will be released. To confirm a booking a completed and signed event agreement & deposit is required within this period.

FINAL NUMBERS AND MENU SELECTION:

Menu selection and final numbers are required seven (7) working days prior to your event. This will be the minimum number of guests charged on the day. Payment for menu selection is required on final number confirmation.

CANCELLATION POLICY

If you need to cancel a confirmed booking The Racquet Club requires a minimum of ten (10) working days notice.

The \$150 deposit taken on booking confirmation is non-refundable.

This agreement and/or event may be cancelled by The Racquet Club at any time if an emergency or threat of danger to any person exists.

The Racquet Club reserves the right to cancel the event should; the bar be closed due to circumstances beyond its control, the client becomes insolvent, bankrupt or is in the hands of a receiver.

If your estimated numbers have not arrived 2 hour after your booking time, we reserve the right to release tables to the general public.

PAYMENT PROCEDURE

All prices quoted include GST.

All event accounts are to be settled in full at the close of the event unless prior arrangements have been made.

Pre-payment of all pre-ordered food and beverage is required upon confirmation of final numbers 72 hour prior to the function.

EVENT PARAMETERS

Evening events finish no later than midnight due to licensing laws.

- All functions booked have last drinks served at 11.30pm

- All functions in The Racquet Club area must conclude by 12.00am

- Food is to be available to guests throughout the duration of your event

A staff member will inform the group that the function will shortly cease. The reserved signs will be removed and members of the public will be at liberty to use the table/area.

The Racquet Club reserves the right to move a group inside at any time the group is considered to be too noisy & disruptive to our neighbours.

The Racquet Club reserves the right to move a booking to a different area without notice should this be deemed necessary unless an area has been hired exclusively or a minimum spend has been agreed to secure an area.

DAMAGE

The Racquet Club will take all necessary care however accepts no responsibility or liability for any loss or damage to any property belonging to the client, client's guests or invitees; or for any injury sustained to the clients during their time at The Racquet Club.

The client is liable for the actions of their invitees and any damages or losses incurred during the event.

SEASONAL MENU CHANGES & PRICES

Our menus are designed around seasonal produce. As such, menu items and costs may change from time to time due to what is available at the market.

Receipt of your credit cards details upon confirming your event will secure the menu price at the time of booking.

RESPONSIBLE SERVICE OF ALCOHOL

Clients will be responsible to ensure the orderly behaviour of their guests. The management of The Racquet Club reserves the right in their absolute discretion to intervene and exclude or remove any undesirable person/s from the premises without liability where they see fit.

All food and beverage must be consumed on the premises, and food is to be available to your guests for the duration of your event. Smoking is not permitted anywhere within the venue.

The Racquet Club practices the responsible service of alcohol. Management supports the actions of staff in refusing service to intoxicated, disorderly or under-age patrons in accordance with this Act.

PRIVACY POLICY

The Racquet Club collects personal information to assist in the processing of reservations and delivery of services. This information may also be used to communicate details of special events and updates on our services we feel may be of interest.

At any time you may ask for your personal details to be viewed or removed by contacting us by phone or email.

SIGNED

DATE

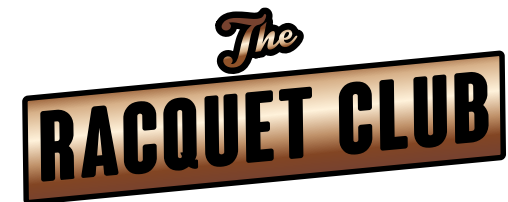
GROUP BOOKING CREDIT CARD FORM

BOOKING INFORMATION

Name of Reservation	
Contact Number	
Date of Booking	
Time	
Number of Adults	
Number of Children (U18)	

PAYMENT DETAILS

Type of Card (circle)	Visa Mastercard Amex
Credit Card Number	
CVC	
Name on Credit Card	
Expiry Date	
Amount	\$
Signature	



PH (02) 9913 9003
50 KALANG ROAD, ELANORA HEIGHTS
(LOCATED IN ELANORA SQUASH & FITNESS)
FACEBOOK/THERACQUETCLUBELANORA
INSTAGRAM @THERACQUETCLUBELANORA

I _____ agree to the above terms and conditions of hire:

Signed: _____ Date: _____

Please email this signed document back bar@theracquetbar.com.au - Please note that your booking is not confirmed until a completed booking form is received.