

TERMS AND CONDITIONS

- 1) **Payment** – A function booking is only confirmed upon receipt of the required deposit. Riverland Bar and Café reserves the right to cancel a tentative booking should the deposit not be received within the required period. The invoice balance must be received seven (7) days prior to the function date.
- 2) **Cancellation** – Riverland Bar and Café requires a minimum four (4) weeks notice, in writing, prior to the function date, of the intention to cancel. The security deposit will only be refunded, less a booking fee of \$100 inclusive of GST, under those conditions.
- 3) **Minimum Spend** – For all functions at Riverland there is a minimum spend requirement that includes catering and beverages. The minimum spend varies according to the function area and time of year.
- 4) **Responsible Service of Alcohol (RSA)** – Riverland Bar and Café supports the Responsible Service of Alcohol. Clients will be held responsible for ensuring that their guests behave in a responsible manner and that guests under the age of 18 years old do not consume alcohol. Riverland Bar and Café reserves the right to refuse supply of alcohol to patrons who appear intoxicated. Riverland Bar and Café reserve the right to ask intoxicated and/or disorderly patrons to vacate the premises at any time. Riverland Bar and Café reserve the right to request proof of identification before serving alcoholic beverages to guests.
- 5) **Catering** – For function catering we require a minimum of seven (7) working days notice for final numbers up to 100 guests and fourteen (14) working days notice for 100 plus guests. We also understand that there are changes and special requests, our staff will endeavour to accommodate these subject to availability. All billing will be based on your confirmed final numbers (unless increased numbers have been accepted by Riverland), whether or not full attendance is received. All changes and or /cancellations are to be provided in writing to Riverland Bar and Café.
- 6) **Dietary Requirements** – We are happy to provide for special dietary requirements including vegetarian, vegan and gluten free with a minimum of seven (7) working days notice. Please note we are unable to guarantee that menu items will be 100% free of all traces of nuts, dairy, gluten or other products.
- 7) **Function Finish Time** – Given Riverland's licensing arrangements all functions must cease by midnight and no extensions can be given.
- 8) **Security** – Security is available for functions at a cost of \$40 per security guard (including GST) per hour. Please inform the Functions Manager if you would like this service.

- 9) **Injury or other damage to person(s)** – Riverland Bar and Café has public liability insurance to protect it against third party claims for bodily injury and property damage arising out of its negligence. However, the policy does not cover the liability of any other party. Therefore, the client is responsible for any damage or injury caused by any person acting under the client's direction or control at Riverland Bar and Café. This included any persons involved with performances or activities during the function or whilst arranging the function.
- 10) **Loss or Damage to Client Property** – Although all care is taken, Riverland Bar and Café does not accept responsibility for any loss or damage to a client's property, including hired equipment left prior, during or after a function.
- 11) **Music/audio** – Due to licensing restrictions there are strict limitations on the volume of music and audio equipment used on the premises and as a result all music and audio will be supplied and managed by the venue.
- 12) **Hire Equipment** – With sufficient notice Riverland will make arrangements for the hire of any equipment required for a function (including marquees, projectors, microphones etc).
- 13) **The management of Riverland Bar and Café reserves the right to alter the charges and conditions from time to time.**