



## BOOKING TERMS & CONDITIONS

Name: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Address of Function: \_\_\_\_\_

Function Type: \_\_\_\_\_

Number of Guests: \_\_\_\_\_ (approx.)

Date: \_\_\_\_\_ Commencement Time: \_\_\_\_\_

Services required:  Nuds Bar  Na8iv Kai  both

### **TERMS and CONDITIONS**

#### **Confirmation of Booking**

Your booking will be confirmed once the deposit has been received and is cleared and we have received a signed copy of this form.

#### **Deposit**

A deposit of 25% is required on acceptance of this agreement and is non-refundable.

The deposit can be made by direct deposit into the following account:

*Name: NAH Whanau Limited*

*Bank: ANZ*

*BSB: 06-0433*

*Account: 0669711-00*

#### **Duration**

All functions are for a duration of 4 hours. Cocktails are only served for the first 3 and 1/2 hours. Spirits and beer will be served for the full duration of your function.

**Final Numbers**

Final numbers must be confirmed 14 business days prior to the event. Final confirmation is what will be charged and is not subject to any reduction.

If numbers increase after final payment, we must be contacted by phone to discuss.

We will supply wrist bands at the start of the function and must be worn for the night. No wrist band, no service.

**Allergies & Dietary Requirements**

Please advise of any allergies or dietary requirements at the time of confirming final numbers.

**Responsible Service of Alcohol**

All persons deemed to be intoxicated, disorderly or abusive will be refused service under the *Sale and Supply of Alcohol Act 2012* and will be asked to be removed.

Service of alcohol will be refused to any persons under the age of 18.

**Proof of Age**

It is the responsibility of the host to ensure that all people attending the function are of legal age and to inform them that they may be required to produce identification. If identification cannot be produced, service may be refused.

**Use of Equipment**

If any of the equipment used at your function is damaged, lost or destroyed, it will be required to be repaired or replaced at your own expense. If the equipment is to be replaced, it will be of equal value.

**Payment**

Payment is required in full and no later than 7 days prior to the date of the event.

**Cancellation**

If your booking is cancelled within 2 weeks prior to your function, we reserve our right to charge up to 25% of final payment. If your booking is cancelled within 1 week of your function, we reserve our right to charge up to 50% of final payment.

These amounts are at our discretion.

**Acknowledgement**

I/we acknowledge that I/we have read and agree to the above terms and conditions detailed by the management of NAH Whanau Limited.

**Client/s**

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

**NAH Whanau Limited**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_