



BOOKING FORM

Event Date:

Booking Name:

Start Time:

Finish

Number of guest (including children)

Menu selection:

Beverage package selection:

Address:

Email:

Contact on the day:

Mobile:

Work No:

Bookings are considered tentative until we receive the deposit and signed booking application form via email at info@zierholz.com.au.

Name:

Signed:

Date:



TERMS AND CONDITIONS

BOOKINGS

- To confirm your booking, we require a signed copy of this form and a 25% deposit. Deposits can be made by visa or master credit cards, direct debit or cash.
- A 1.5% surcharge will apply to all credit card payments.
- You can make an electronic funds transfer to our account
- Zierholz @ Brewery P/L
BSB- _____ Account No- _____

MENUS & BEVERAGE SELECTIONS

- Menu selection and beverage packages must be provided 14 days prior to the event date including any dietary requirements.

FINAL NUMBERS AND PAYMENT

- Final guest numbers must be provided at least 7 days prior to the event date. There is no refund for a decrease in numbers after this time but an increase in numbers can be accepted after this date.
- Final payment is due 3 business days prior to your event. Payment will be based upon your final numbers. If you are having a beverage package / bar tab then the expected tab is required to be paid in advance. Please note all beverage pre-payments are non-refundable.
- Additional costs incurred during your function, are to be settled at the end of your function.

MINIMUM SPEND

- \$2,000 is required on Monday to Thursday
- \$2,500 is required on Friday & Saturday
- \$3,500 is required on Sunday & Public Holidays
- The client is required to meet the above specified minimum spend amount and this is based on food & beverage spend only. If the spend is not met on the night, then the outstanding amount will be charged as venue hire or a shared area will be provided.

CANCELLATIONS

- All cancellations/postponements must be made in writing to info@zierholz.com.au.
- If a cancellation occurs within 14 days of your event date, a fee of 25% of the total estimated value of the event is payable. If cancellation occurs within 7-10 days the total estimated value of the event is payable.
- Please note all deposits paid are non-refundable & non-transferable.



TERMS AND CONDITIONS

VENUES RIGHTS

- Zierholz reserves the right to remove any person behaving in an irresponsible manner and complies with Legislation in regard to Responsible Service of Alcohol.
- Zierholz Management and staff have the right to refuse service to any guest deemed intoxicated or acting inappropriately.
- Zierholz accepts no responsibility for any gifts, decorations, or any other client supplied item left in /at the venue prior/during/following your event.
- Zierholz cannot be held responsible for any loss, damage or non-performance of any third party engaged by the client or by Zierholz @ Brewery on the client's behalf.

VENUE SETUP & DECORATIONS

- Setup time prior to service time may be requested in writing and approved by Zierholz Management.
- All deliveries to Zierholz must be pre-arranged with the event manager and occur within the agreed timeframe.
- No large props or decorations are permitted unless authorised in writing by Zierholz Management.
- Client is not permitted to pin or stick anything to the walls, ceiling, windows or furniture.
- Candles are permitted – however all candles must be in a candle holder
- If your supplier requires assistance with decorations then a Zierholz staff member can be hired for \$35 per person per hour (minimum of 3 hours) is applicable. This must be confirmed 2 weeks prior to your event.
- General Decorations will be packed up by Zierholz staff. Items are then to be collected the following day.
- If client has used a decoration provider they must pack up all decoration with 2 hours of the completion time. If over this time an hourly fee may be charged.
- If items are not collected within 48hours then Zierholz Management have the right to dispose of all items.

CAKES & FAVOURS

- BYO cake can be brought in with a \$3 pp cakeage fee applies if you wish to utilise Zierholz plates & cutleries. Otherwise, it's free of charge if you bring your own.
- Strictly no BYO beverages permitted on site.

SECURITY

- Zierholz Management reserves the right depending on the type of event that a security guard may be required at the client's expense.



TERMS AND CONDITIONS

CLIENT RESPONSIBILITIES

- Clients/Guests are not permitted to access the venue prior to the agreed commencement time.
- The client is expected to conduct their function in a legal and responsible manner.
- The client will be charged for any damage that occurs to the venue and/or its property.
- Smoking is not permitted anywhere inside the venue or within a 5 meter distance of the venues entrance doors.
- If the client is expecting monetary gifts please nominate a friend/family member to be responsible for all monies excepted. The client is responsible for managing such items before/during & after the event.

MUSIC

- Zierholz reserve the right to control volume on all entertainment. With prior approval from Zierholz Management, clients are allowed to provide an IPOD/CD or IPOD Dock for music.

This is a formal agreement with Zierholz @ Brewery Pty Ltd. Please ensure you have read and understood the above terms and conditions before signing this form.

I, _____ acknowledge having received a copy of the
general information and terms and conditions in relation to my event

_____ (event) to be held on _____ (date)

Name: _____

Signature: _____

Date: _____

How did you find out about the Zierholz?

word of mouth _____ website _____ friends _____ google _____ yellow pages .

other _____ Specify _____