

# **FUNCTION BOOKING FORM**

CUSTOMER NAME:
CONTACT NUMBER:
CUSTOMER ADDRESS:
EMAIL:
DATE OF EVENT: TIME OF EVENT:
TOTAL NUMBER OF GUESTS: ADULTS:
KIDS (aged 12 years and under) KIDS (aged 5 years and under)
SET MENU CHOICE
SET MENU \$55 PER PERSON SET MENU \$65 PER PERSON SET MENU \$75 PER PERSON  * SET MENU \$35 PER KIDS (aged 12 years and under)
DRINK PACKAGE \$39 PER PERSON
PAYMENT DETAILS
CASH CREDIT CARD
EFT ACC. NAME GASPARO- BSB 112-879 ACC. NUMBER 494496172
REFERENCE, NAME
AND DATE OF FUNCTION/EVEN
note:
CREDIT CARD DETAILS
NAME ON CARD:
CREDIT CARD NUMBER:CCV:CCV:
I authorise Gasparo to deduct the above amount from my credit card and acknowledge terms and conditions attached
* SIGNATURE:DATE:
AMOUNT OF DEPOSIT: (\$20 PER PERSON) DATE DEPOSIT TAKEN:



# \*FUNCTION TERMS AND CONDITIONS:

#### **AGREEMENT**

This agreement is made between Brolo Pty Ltd T/A Gasparo (ABN 69074209019) and the client (whose details and signature appears on the booking form) in relation to an event at Gasparo. This agreement must be signed by an authorized person if signed on behalf of a company, partnership, agency, firm, club or similar society.

If the person is not authorised, they will personally be liable for the performance of this contract.

#### **FUNCTION EXTENSIONS**

LUNCH TIME: Function must finish by 4.00pm to allow dinner service set up.

DINNER TIME: Function must finish by 11 pm.

Should the client wish to extend the function, and such extension is agreed to by Gasparo, the client must pay, in addition to any food and beverages costs, beyond the agreed conclusion time of the function. Function extension payable is at \$130.00 per half hour including GST.

#### **GUARANTEED NUMBERS**

Bookings are subject to confirmation once we have received a completed signed form and your deposit. The deposit will be deducted from the final bill at the end of the function. Final numbers and payment must be confirmed seven (7) days prior to the function date, and this will be the minimum number of guests you will be charged for. Any additional guests on the day to the number advised will be charged for on the day.

#### **CANCELLATION AFTER BOOKING CONFIRMATION**

No refund will be given for deposits if cancellation occurs after 48 hours week of the initial booking confirmation. Any extenuating circumstances that may warrant refunds will be up to the discretion of Gasparo management.

## **CONDUCT OF GUESTS**

You agree and all guests to your event agree to abide by the conditions of entry to the venue and specifically, you shall not do or suffer to be done anything illegal or breach any rules in force in respect of the lawful administration or management of Gasparo have the right to request the removal from the premises of any person behaving in a disorderly manner and may request you to cease activity if disorderly and unacceptable conduct occurs. It is up to Gasparo to use its discretion on all occasions as to the running of the activities on premises. You are not to do or omit to do anything which is of a nuisance or annoyance to Gasparo or other patrons of the premises or which in the opinion of Gasparo is dangerous, disorderly, riotous, noxious, offensive, illegal, immoral, or objectionable. Any such behaviour will result in immediate removal from the premises.

### **DISPLAY/SIGNAGE & DECORATIONS**

Nothing is to be nailed, screwed, or adhered in any way to any surface in Gasparo (unless prior agreement). All decorations are to be removed at the completion of an event. You will be responsible for any damage to the premises caused by any signage, decorations and or props.

### DAMAGES

You will be financially liable for any damage sustained to the venue whether through their own actions or through the action of your appointed agent or invited guests. You agree to indemnify Gasparo against any claims, actions, suits, costs, and demands, for death injury to persons or damage to property arising out of your use of the premises, by and person whatsoever, except to the extent that such loss, injury, or damage is caused by the negligence of Gasparo, its servants, or agents. You agree to indemnify Gasparo for any claims, actions, costs which arise as a result of your breach of this agreement.

# FORCE MAJEURE

Gasparo will not be liable for any non-performance of its obligations under the contract in the event such non-performance if caused or contributed by riot, fire, war, terrorist acts, acts of God, labour disputes, government regulations, flood, viruses, epidemics and pandemics and other force majeure events.

# PRIVACY POLICY:

Gasparo collects specific information to assist in the processing of reservations in a timely manner. We are committed to keeping your details private. Any information we collect pertaining to you, is kept strictly private and secure. We do not pass on, sell or swap any of your personal details with anyone. The purpose of this information is used only to identify your booking and enable us to contact you about your booking.

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