

WEDDING REGISTRATION



DATE:

BRIDE'S NAME:

ADDRESS:
.....PC.....

CONTACT DETAILS

PHONE:
MOBILE:
EMAIL:

GROOMS NAME:

ADDRESS:
.....PC.....

CONTACT DETAILS

PHONE:
MOBILE:
EMAIL:

ESTIMATED NUMBER OF GUESTS:.....

Please complete if applicable

Mother of Bride:
Father of Bride:
Mother of Groom:
Father of Groom:



MOAMA RESORT PTY LTD

(ACN 114 756 142 ABN 76 145 793 783)

trading as Moama on Murray Resort,

1 Edward Street,

PO Box 729,

MOAMA NSW 2731.

Phone: 03 5480 3031 Fax: 03 5480 3032

Email: info@moamaonmurray.com.au

**FUNCTION BOOKING
CONFIRMATION**

I _____

of _____

Phone: _____

Email: _____

HEREBY CONFIRM that I am the FUNCTION ORGANISER and that I have booked the Function Area of Moama on Murray Resort for the Function specified on the Function Booking Schedule form attached to this confirmation.

THIS CONFIRMATION IS A WHOLE AGREEMENT: I specifically agree with Moama Resort Pty Ltd (“the Company”) that the details in this Confirmation are the whole of the agreement between us and that I will not vary any of the details without the Companies written consent.

PRICE: I agree to pay the Fee specified in the Schedule on the signing of this confirmation, being the total of the price for the use of the Function Area (excluding DAMAGE and CLEANING below). Please be aware that of the total paid \$100.00 will be non-refundable.

HOURS OF USE: I understand that I have the exclusive use of the Function Area on the date specified in the Schedule and between the hours specified in the Schedule and that I and my guests must have left the Function Area by the latest hour specified. For the purpose of setting up and cleaning the area I understand and my suppliers (caterers, hire providers, celebrants) can gain access to the Function area during business hours a reasonable period before and after the Function.

NOISE: I acknowledge that I can make music, by way of a band or amplification, up to the hour specified in the Schedule, but only so loud as to contain the music to the Function area and no further. I agree to ask my guests to quietly leave the Function area at the conclusion of the Function.

SECURITY BOND & DAMAGE:

At least 2 days before the Function date I will give my credit card details for the Security Bond and I acknowledge that my failure to pay this Security Bond will give you just cause to cancel this Confirmation, cancel the Function and forfeit the Fee.

I authorize the company to deduct from the Security Bond the cost (including GST) of replacing or repairing:

- all breakages to crockery, glasses and cutlery;
- any damage to the marquee, lighting, tables and chairs, the toilets and any structure what so ever which is in or comprises part of the Function area and the Moama on Murray Resort; caused by me or any of my guests. I specifically acknowledge that I am personally liable for any amount in excess of the Security Bond caused by me or any one of my guests. Before the function the Company and its representatives will do a condition report in the company of the hirer or their nominee. After my Function the Company will give me a statement detailing any breakages and damage, the cost of replacements and repairs, and will refund to me the balance of the Security Bond.

RESPONSIBILITY FOR FUNCTION:

I am responsible for the running of the Function and for my guests. The Company and its representatives will provide the items listed in the Schedule and undertake any additional duties as listed, but the conduct, organization and running of the Function is not the responsibility of the Company. I am responsible for ensuring that for an evening function the venue is left in a safe state, with lights turned off, gas bottles turned off (if applicable), candles extinguished (if applicable).

RESPONSIBLE SERVICE OF ALCOHOL:

I acknowledge that Moama on Murray Resort is licensed premises and that I and my guests MUST comply with the NSW Liquor Laws as detailed on the Responsible Service of Alcohol form attached. I agree that if I or any of my guests fail to comply with any of these laws the Company or its representative may:

- direct me to ask the offender or offenders to leave Moama on Murray resort;
- close your function and ask all guests to leave the function, and if they fail to leave, call the police.

BAR STAFF:

Moama on Murray Resort hires two bar staff for every function. Times will need to be specified by the event organiser a fortnight prior to the event and given to the Function Coordinator. Price per bar staff is hourly, rate of \$25.00. This cost will need to be paid a week prior to the event.

CLEANING:

I am responsible for leaving the Function area and surrounds in a clean, neat and tidy state. This means that:-

- FOR A MID DAY FUNCTION - no later than 5.00pm on the day of use, all the catering area vacated, all empty drink containers are put into the bins provided, all tables

and chairs and the decking areas and surrounds are clear of rubbish, and the toilet train carriage is clear of paper towels and all other rubbish: and

- FOR AN EVENING/NIGHT FUNCTION - no later than 10.30 am on the following morning, the catering area vacated, all empty drink containers are put into the bins provided, tables and chairs and the decking areas and surrounds are clear of rubbish, and the toilet train carriage is clear of paper towels and all other rubbish.

In the event that in the opinion of the Company's representative I fail to leave the Function area or any part of it as detailed above within the time stipulated I HEREBY AUTHORISE the Company to undertake the cleaning as described at the cost per hour detailed in the Schedule, to be charged as whole hours and deducted from the Security Bond.

WEDDINGS:

If the function to be undertaken in the Function Area is a wedding then I acknowledge that I can gain access to the Function Area before the function to decorate and set up the Area, but I will not have exclusive use of the Function Area until the date and times specified. I specifically acknowledge that rice and rose petals can be thrown, but not confetti, and that any party poppers used will be cleaned up as rubbish in the CLEANING requirement above.

SECURITY:

All Functions require security. I agree to confirm with the Company's representative for the stipulated hours required.

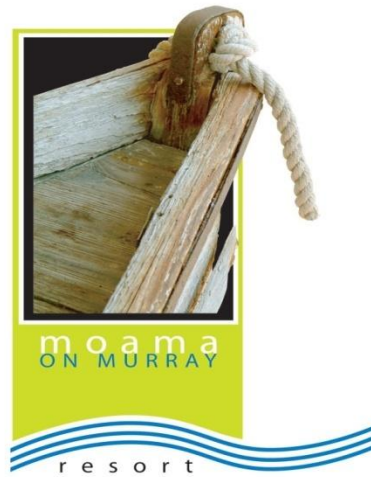
SIGNED by the FUNCTION ORGANISER: _____

DATE: _____

SIGNED on BEHALF of MOAMA RESORT PTY LTD: _____

DATE: _____

FUNCTION BOOKING SCHEDULE



FUNCTION: _____

VENUE: _____

• **FEE:**

Package Fee (Price Per Person \$20.00)	\$	Date Paid
Non Refundable Booking Fee	\$ 100.00	Date Paid
Balance	\$	Date Paid
TOTAL FEE	\$	(GST included)

• **DATE OF FUNCTION:**

• **TIME OF FUNCTION:**

Time of Access to Setup:

Time of Ceremony to Start:.....

Finish of Music:.....

Vacate Area at commencement of Function:

Area to be cleaned and vacated of goods by 11am following day

• **SECURITY BOND:**

Card Number:.....

Expiry:

Moama on Murray Resort requires a credit card for security

Signed by the Function Organiser

Signed by Moama on Murray Resort
Representative

Sign: _____

Sign: _____

Date: _____

Date: _____