

# ACE SPACE HALL HIRE AGREEMENT

HALL HIRE IS FOR PLAYGROUND AND CAFÉ AREA ONLY.  
STRICTLY NO ADMITTANCE INTO KITCHEN.

- COSTS:** \$185 PER HOUR MON - THURS (MIN 3 HOURS) or (2HRS at \$225PHR)  
\$225 PER HOUR FRI - SUN (MIN 3 HOURS)
- A \$100 NON-REFUNDABLE DEPOSIT IS REQUIRED.
  - FULL PAYMENT REQUIRED 7 DAYS PRIOR.
  - NO ALCOHOL PERMITTED IN OR OUTSIDE THE VENUE (NO SMOKING)
  - MAXIMUM CAPACITY for the venue is **120 CHILDREN**
- A SECURITY BOND OF \$200 IS REQUIRED (cash, credit or cheque) This will be refunded after the function provided the premises are as you received them.
- SUPERVISION of the play equipment is required at all times, and is the responsibility of the customer hiring the premises. Normal playground rules apply and must be enforced by adults. Rules are displayed in the centre and on the play equipment. No Face Painting or Piñatas **Ace Space is not responsible for any injury/accident that occurs during a private booking.**
- We suggest that you bring in either prepared or takeaway food, as the kitchen will be closed. We can provide party/finger food at additional cost. **Storage of food and beverages in fridge/freezer is not possible. You are required to supply your own eskies, ice, cutlery, plates, cups, (Disposable, NOT GLASS) and rubbish bags.**
- We can help in heating some prepared food (eg. p/pies etc) in our oven. Let staff know before function on amounts and type of food.
- \*We ask that all rubbish is removed and placed in the dumpster provided. All tables and chairs are to be reset before you leave the premises. There will be a staff member present on the night to monitor the centre.
- We ask that you adhere to the time allocated to you, if you intend to stay longer, there will be a charge of \$50 per 15 minutes after your allocated time.

FOOD CATERING \$7PH PER CHILD/ADULT TOTAL\_\_\_\_\_

FUNCTION DATE\_\_\_\_\_ TIME\_\_\_\_\_ TYPE OF FUNCTION\_\_\_\_\_

NAME\_\_\_\_\_

ADDRESS\_\_\_\_\_

PHONE\_\_\_\_\_ DEPOSIT\_\_\_\_\_ R/N\_\_\_\_\_

BOND\_\_\_\_\_ BALANCE\_\_\_\_\_ R/N\_\_\_\_\_

CREDIT CARD\_\_\_\_\_ EXP \_\_\_\_\_

I UNDERSTAND AND AGREE TO THE ABOVE TERMS AND CONDITIONS.

DATE\_\_\_\_\_ SIGNED\_\_\_\_\_ (PRINT NAME)\_\_\_\_\_