

CORPORATE



 LAKE MACQUARIE
YACHT CLUB

OUR FUNCTION ROOMS

BRIDGEDECK

The Bridgedeck is an intimate indoor function room, featuring a private outdoor balcony with stunning views of the LMYC Marina & Belmont Bay.

This room is suitable for several different types of meetings, training days, luncheons & more, for up to 30-40 persons.

Please note that the Bridgedeck is upstairs & does not have disabled access, toilets or a Bar facilities.

The Bridgedeck has air-conditioning & blinds to darken the room for projector use (projector screen in room).

USES:

- Board meetings (U-shape table) up to 15 persons
- General Meetings (U-shape table) up to 15 persons
- Theatre style meetings up to 40 persons
- Seated meetings (2 long tables) up to 25 persons
- Workshop (separate tables of 6-8) up to 25 persons
- Private dining up to 30 persons
- Cocktail function (scattered tables) up to 40 persons

BAYVIEW

The Bayview area is waterfront & includes three sections: Indoor, Alfresco & Outer Deck. Parts of this room can be sectioned off to accommodate different sized groups.

This area is permanently arranged for cocktail functions.

Bayview is air-conditioned inside & is located on the ground floor, close to the LMYC Bar, Crusoe's Café & toilets.

USES:

- Cocktail function (cocktail tables) up to 60-70 persons
- Briefing/Presentation up to around 50 persons

NOTE: There is a small TV with a HDMI connectivity of short presentations and briefings. The room is open to the Club general auditorium.

MARQUEE

The Marquee is in a stunning waterfront location, with uninterrupted views of Belmont Bay, plus two terrace areas & close access to LMYC Bar. This area is highly versatile for large corporate events, such as networking or corporate dinners.

The Marquee is an enclosable space with fans, it is not air-conditioned & outdoor heaters are used during winter.

It is not a suitable space during daylight hours for the use of a projector.

USES:

- Theatre style meetings up to 120 persons
- Seated meetings (round tables) up to 120 persons
- Workshop (round tables of 8-10) p to 120 persons
- Private dining (round tables) up to 110 persons
- Cocktail function (cocktail tables) up to 150 persons
- Miscellaneous use of 15mX10m undercover area for activities



02 4945 0022
functions@lmyc.com.au

VENUE HIRE & TIMINGS

BRIDGEDECK

30 Seated
40 Theatre

STANDARD CHARGE

MON-THURS \$110
FRI DAY \$110
FRI EVENING \$165
PUBLIC HOLIDAY \$205

SAILING MEMBERS

MON-THURS \$75
FRI DAY \$75
FRI EVENING \$110
PUBLIC HOLIDAY \$140

BAYVIEW

70 Cocktail Only

STANDARD CHARGE

MON-THURS \$110
FRI DAY \$205
FRI EVENING \$270
PUBLIC HOLIDAY \$340

SAILING MEMBERS

MON-THURS \$75
FRI DAY \$140
FRI EVENING \$140
PUBLIC HOLIDAY \$185

MARQUEE

110 Seated
150 Cocktail

STANDARD CHARGE

MON-THURS \$140
FRI DAY \$405
FRI EVENING \$600
PUBLIC HOLIDAY \$660

SAILING MEMBERS

MON-THURS \$75
FRI DAY \$205
FRI EVENING \$340
PUBLIC HOLIDAY \$340

TIMINGS

BRIDGEDECK DAY

Mon-Fri 9AM-5PM

EVENING

Mon-Fri 6PM-9PM

BAYVIEW DAY

9AM-5PM

EVENING

6PM-9PM

MARQUEE DAY

9AM-5PM

EVENING

6PM-9PM

Please note the above prices are subject to change.

Room hire is inclusive of cleaning & staff fees, security, furniture hire, cutlery/crockery/glasses hire.

Function rooms are available for decorating 1 hour before function commencement, unless otherwise organised with the Functions Manager.

The closing of evening functions on Fridays and Saturdays is 11pm.

Flexible timings are only available from Monday to Thursday at the Function Manager's discretion.

PLATTERS

Please note that Platters cannot be altered.

Platters are not circulated to guests like Canapes.

PARTY PLATTER - \$138

(60pc per platter)

Mixed Cocktail Pies

BBQ Pork Spring Rolls

Vegetable Wontons (V)

Marinated Chicken Skewers

SAILORS PLATTER - \$138

(60pc per platter)

Tempura Fish Fillets

Panko Crusted Prawns

Barramundi Asian Rolls

Lemon Dusted Squid

SLIDER PLATTER - \$145

(20pc per platter)

ONE selection per platter:

Classic Cheeseburger

Japanese Chicken Bao

Philly Beef Sub

Parmigiana Chicken Sub

COCKTAIL PLATTER - \$138

(60pc per platter)

Surf Skewers

Spinach & Ricotta Parcels (V)

Prawn & Chive Gyoza

Crispy Maple BBQ Chicken Wings

GLUTEN FREE PLATTER - \$138

(60pc per platter)

Marinated Lamb Skewers

Roasted Pumpkin Arancini (V)

Lemon Dusted Squid

Orange Soy Pork Belly Bites

LITTLE CRUSOE'S PLATTER - \$1650PP

(Select ONE of the following. All served with chips)

Nuggets

Mini Hot Dogs

Beef Pie

ANTIPASTO GRAZING BOARDS

Chef's Selection of Premium Cheeses, Cured Meats, Seasonal Fruits, Grilled Antipasto, House Dips, Breads & Crackers

SMALL - \$165

10-15pax

LARGE - \$440

35-55pax

Clients are not permitted to supply their own Grazing Boards and/or Grazing Board items (including fruit, cheese, dips, cured meats, antipasto, breads or crackers).

Please see our Terms & Conditions for more information.

MORNING TEA

SANDWICH - \$35

Select ONE type per platter

Ham, Cheese & Tomato

Roast Beef & Tomato Bush Relish

Corn Beef & Pickle

Chicken & Ranch

Peri Peri Chicken

Cucumber & Lemon Herb Cream Cheese

Veggie Club

Smoked Salmon, Spinach & Caper Aioli

Egg & Bacon

BAGELS - \$5.50 PER HEAD

Salmon, Avocado & Cream Cheese

Mozzarella, Semi Dried Tomato & Ham

Beetroot, Feta, Pumpkin & Spinach

SCONES - \$3.85 PER HEAD

Selection of Scones with House Jam, Honey & Chantilly Cream

FRUIT - \$3.85 PER HEAD

Chef's Selection of Seasonal Fruits

ASSORTED FRITATAS - \$4.40 PER HEAD

MORNING TEA BOARD - \$78

10-15pax

Scones, Muffins, Slices, Banana Bread, Assorted Fruit

CANAPES

Select 4 \$40pp | Select 5 \$48pp | Select 6 \$55pp

MINIMUM 30 PERSONS CHARGE

SLIDER

Angus Beef, Caramelized Onion, American Mustard & Ketchup

CRISPY CHICKEN BAO

Crispy Spiced Chicken, Asian Soy Vegetable & Mayoster Sauce

SURF SKEWERS

Caramelised Chorizo & Poached Prawn

CHICKEN SKEWERS

House Marinated Chicken Skewers w/ a Zesty Spiced Yogurt

MUSHROOM & TRIO CHEESE ARANCINI (V)

Trio Roasted Mushroom, Parmesan, Cream Cheese & Herb Arancini w/ Roasted Capsicum Coulis

CAPRESE TASTER (V)

Beetroot Dip, Cracker, Bocconcini & Fresh Basil

DUSTED SQUID

House Dusted Squid w/ Lime & Garlic Aioli

CRISPY BARRAMUNDI ROLLS

Poached Barramundi, Julienne Vegetable & Spices in a Crispy Rice Paper Roll w/ Rainbow Salad

HOKKAIDO SCALLOPS

Seared Hokkaido Scallop, Confit Garlic Chimmichuri, Smashed Pea & Bacon

PRAWN & VEGETABLE GYOZA

Garlic Poached Prawn & Vegetable Gyoza on Vermicelli & Crispy Shallot

PORK BELLY BITES

Crispy Pork Belly in an Asian BBQ Sauce w/ Tagorashi

HARISSA CORN FRITTER (V)

Harissa Corn, Spinach & Cream Cheese Fritter w/ Rocket Almond Pesto

COCKTAIL PIE

Braised Beef in a Crispy Pastry w/ a Smokey BBQ Relish

RICOTTA & SPINACH FILOS (V)

Creamy Ricotta & Spinach in a Crispy Filo Pastry, served w/ Capsicum Dipping Sauce

CALIFORINA CRAB ROLL

Crab, Chorizo, Hollandaise & Dill

SALMON & AVOCADO TARTLET

w/ Wakame & Cucumber

CANAPES ARE CIRCULATED TO YOUR GUESTS

BUFFET

MINIMUM 30 PERSONS CHARGE

ROAST BUFFET - \$34PP

Please choose 2 Meats, 2 Sides & 1 Condiment | Additional Sides & Condiments are \$3pp
Gluten Free & Vegetarian substitutes are available by request.

MEATS

Garlic Thyme Lamb
BBQ Pork
Lemon Herb Chicken
Slow Cooked Beef Brisket

HOT SIDES

Potato Gratin
Trio Vegetable Bake
Roasted Vegetable Medley
Baked Dinner Rolls
Herb Roasted Baby Chat Poatoes
w/ Salted Butter

COLD SIDES

Garden Salad
Pumpkin & Beetroot Salad
Classic Caesar Salad
Chickpea, Almond & Chorizo
Couscous

CONDIMENTS

Gravy | Creamy Garlic Sauce | Pepper Sauce
Roasted Mushroom Sauce | Tomato Sauce | BBQ Sauce

CURRY BUFFET - \$30PP

Please choose 2 Curries, 1 Side & 1 Condiment | Additional Sides & Condiments are \$3pp
Gluten Free & Vegetarian substitutes are available by request.

CURRIES

Beef & Potato Curry
Laksan Coconut Chicken
Butter Chicken
Braised Lamb Korma
Vegetable Madras

SIDES

Steamed Rice
Lemon & Garlic Rice
Bombay Potato
Warm Flatbread
Sesame Rice Noodles

CONDIMENTS

Chutney
Spiced Yogurt

BBQ BUFFET - \$25PP

Please choose 1 Side & 1 Condiment | Additional Sides & Condiments \$3pp
Gluten Free & Vegetarian substitutes are available by request.

INCLUDED

Minute Steaks
Beef Sausages
Peri Peri Chicken
BBQ Chicken Wings

HOT SIDES

Potato Gratin
Roasted Potato
Boscaiola Pasta Bake
Caramelised Onions

CONDIMENTS

Tomato Sauce
BBQ Sauce

ALTERNATE SERVE

Entree/Main \$65pp | 3 Course \$80pp | Main/Dessert \$60pp

MINIMUM 30 PERSONS CHARGE

ENTREES

SCALLOPS

Hokkaido Scallop, Cream Corn Pomme Puree, Verde, Bacon

3 LITTLE PIGS

Orange Soy Maple Glazed Pork Belly, Braised Bacon Cabbage & Pork Dust

SEAFOOD MORNAV

VOL AU VENT

Seafood Mornay filled Vol Au Vent, Shallot & Zesty Citrus Salad

CHICKEN & MUSHROOM CREPES

Chicken, Roasted Mushroom & Leek filled Crepe, Herb Hollandaise, Rocket & Almond

AVOCADO, HOT SMOKED

SALMON & CHARRED PRAWN

BRUSCHETTA

Avocado Cream Cheese, Hot Smoked Salmon & Charred Tiger Prawn on Toasted Vienna & Garlic Dressing

DESSERTS

CREME BRULEE

French Vanilla Creme Brulee w/ Almond Biscotti

HONEY & CHOCOLATE BROWNIE

Chocolate & Honey Fudge Brownie w/ Candied Pistachio & Raspberry Ripple Ice Cream

PEACH & MANGO TRIFLE

Peach, Mango, Sponge, Chantilly, Anglaise & Passionfruit Curd

STRAWBERRY & COCONUT CHEESECAKE

Buttery Shortbread, Coulis, Fresh Strawberry & Toasted Coconut

STICKY DATE

Sticky Date w/ Butterscotch & Date Crumble Gelato

MAINS

REEF SNAPPER

Oven baked Snapper on a Caramelized Apple & Spanish Chorizo Couscous w/ Charred Citrus & a Malibu Gastrique

SALMON

Atlantic Salmon on a Creamy Potato Mash, Vine Medley, Crispy Prosciutto & Sauce de Moutarde

PRIME RIB

18hour Slow Cooked Prime Rib Steak, Loaded Chat Potatoes, Baby Broccolini & Roasted Beef Reduction

CYPRIT CHICKEN

Middle Eastern Spiced Supreme, Roasted Vegetable Medley, Cream Cheese, Semi Dried Tomato & Spinach w/ a Basil & Cracked Pepper Ziti Sauce

LAMB

Confit Garlic, Thyme & Port Wine Braised Lamb on a Butternut Pumpkin, Wilted Spinach & Caramelised Onions

GARDEN PATCH GOULASH (V)

Roasted Vegetable Medley Goulash w/ Garlic Toum, Soft Marinated Feta, Young Spinach & an Almond & Parmesan Crisp

CAKE SERVING

Let our Chefs expertly portion your celebratory cake and individually plate for your guests with cream & berry coulis.

\$2.50pp

BAR PACKAGES

MINIMUM 30 PERSONS CHARGE

OPTION 1. 4 HOUR STANDARD BEVERAGE PACKAGE \$54PP

BEERS

VB, CARLTON BLACK, CARLTON DRY,
CARLTON ZERO, GREAT NORTHERN,
TOOHEYS NEW, CAPTAIN SENSIBLE,
SOMERSBY APPLE CIDER

WINES

Woodbrook Farm Sparkling
Circa 1858 Sauvignon Blanc
Circa 1858 Chardonnay
Circa 1858 Shiraz
Fiore Moscato

SOFT DRINKS & JUICES

Pepsi, Lemonade, Creaming Soda,
Lemon Lime & Bitters
Post-Mix Soft Drinks
Apple, Orange & Pineapple Juice
Ginger Beer & Ginger Ale
Natural Mineral Water

OPTION 2. 4 HOUR PREMIUM BEVERAGE PACKAGE \$64PP

BEERS

VB, CARLTON BLACK, CARLTON DRY,
CARLTON ZERO, GREAT NORTHERN,
TOOHEYS NEW, CAPTAIN SENSIBLE,
SOMERSBY APPLE CIDER

TWO BOTTLED BEERS OF
YOUR CHOICE

WINES

Yves Premium Cuvee
Bremerton Mollie & Merle Verdelho
Wild Oats Sauvignon Blanc
Wild Oats Chardonnay
Abbots & Delaunay Rose
Wild Oats Cabernet Merlot
Robert Oatley Signature Shiraz

ALL SOFT DRINK &
JUICES

BAR PACKAGES

OPTION 3. PAID ON CONSUMPTION OPEN BAR TAB

Includes all beverages available from the LMYC Bar.

Tap Beer

Bottled Beer

All Wine by the Glass or Bottle

Post Mixed Spirits & Mixers

Pre-mixed RTD Spirits

Soft Drinks & Juices

OPTION 5. CASH BAR

Guests purchase beverages at their own expense.

Speak with our Functions Manager regarding this option for functions booked in the Marquee on Saturday nights in October-March

OPTION 4. PAID ON CONSUMPTION CUSTOM BAR TAB

Step 1. Select the Tab Inclusions.

Please choose from the Standard or Premium Beverage inclusions.

If the Tab inclusions need to be changed or tailored, please arrange in advance with the Functions Manager.

Step 2. Set a start and finish time for Tab.

Step 3. Set a Tab limit, i.e. \$1,000

A minimum spend may be applicable to a certain seasonal time period.

LMYC does not offer complimentary table service for drinks.

LMYC does not serve shots, neat servings or doubles.

LMYC does not offer subsidised tabs.

LMYC Staff abide by the laws regarding responsible service of alcohol.

Wristbands are supplied by LMYC.

BAR PACKAGES

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Includes all beverages available from the LMYC Bar.

Tap Beer

Bottled Beer

All Wine by the Glass or Bottle

Post Mixed Spirits & Mixers

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Soft Drinks & Juices

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If the Tab inclusions need to be changed or tailored, please arrange in advance with the Functions Manager.

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A minimum spend may be applicable to a certain seasonal time period.

LMYC does not offer complimentary table service for drinks.

LMYC does not offer subsidised tabs. Staff fees can be discussed with the Functions Manager.

Wristbands are supplied by LMYC.

EXTRAS

LINEN HIRE

White Linen is available to hire through LMYC

Orders must be placed & paid for by the Thursday before your event.

Tablecloths = \$16.00 each (HEX for round & REC for trestles)

White Stretch Chair Covers = \$3.00 each

Napkins = \$2.00 each

DECORATIONS

You are welcome to decorate your function area, within the guidelines outlined in the Terms & Conditions.

MUSIC & ENTERTAINMENT

It is the responsibility of the client to provide a method for playing music or entertainment for the function. You are welcome to provide your own speakers.

LMYC HIRE

Large Speaker w/ stand & AUX Cord - \$80

PA System (Speaker, AUX & Microphone) - \$100

Projector - \$20

TV - \$100

Please read Entertainment Guidelines in the Terms & Conditions.

DESSERT

You are able to self-cater the following items after receiving permission from the Functions Manager.

- Celebratory Cakes: Please note you must provide your own plates, napkins & spoons/forks, along with a knife to cut the cake. These items will not be provided for you if asked on the night.
- Lolly Bars: Please note you must provide your own serving dishes/jars
- Dessert Table: Please note you must provide your own serving dishes & trays

TEA & COFFEE

A self-serve instant Tea & Coffee Station is available for hire, with white crockery, milk, sugar & utensils. This must be ordered when the function is finalised.

Tea & Coffee Station: \$1pp (minimum 20 person charge)



SOCIAL MEMBERSHIP FOR FUNCTION HOLDERS

Social Membership at Lake Macquarie Yacht Club allows you to sign in your guests that live within the 5km radius and are not members of our affiliated club Belmont 16s. If membership is not provided and you have guests within the area, they will be asked to join and pay for their own membership to gain entry the Club.

Benefits of becoming a social member of LMYC include 5% discount at the bar and restaurant (excluding function catering) and access to our email newsletter for updates on upcoming events.

Dear Sir/Madam,

I wish to nominate the following for membership of Lake Macquarie Yacht Club.

(PLEASE USE BLOCK LETTERS) * = Required

Full Name of Applicant * _____

Private Address* _____

Postcode* _____

Telephone* _____

Mobile _____

Email _____

Date of Birth* ____ / ____ / ____

Occupation* _____

Employer _____

Business Address _____

Telephone _____

Membership of other clubs _____

State Names of LMYC Members Known

Social Membership Type*

___ 1 year **\$9.99**

___ 3 years **\$27.50**

I have attained the age of 18 years and hereby consent to be proposed for membership at Lake Macquarie Yacht Club.

Signature* _____

Name of Nominator

Address _____

Membership No. _____

Signature _____

Name of Seconder

Address _____

Membership No. _____

Signature _____

Membership fee is to be paid prior to processing application. Photo ID is required for the application.

02 4945 0022

functions@lmyc.com.au



LAKE MACQUARIE
YACHT CLUB



Privacy Statement

Lake Macquarie Yacht Club is subject to the provision of the Privacy Act 1988. The personal information provided by you on this application form will be used to process your membership application.

Failure to provide all of the requested information may result in your application being rejected.

You have a right to access and correct any of your personal information that the club holds about you.

Lake Macquarie Yacht Club does not usually disclose your information to any other organisation or person unless there is a legal requirement to do so.

The Club may disclose your information to third parties that provide services under contract to the club. These contracts require the third party to keep your personal information confidential and secure.

If you require further information, please contact club administration.

PLEASE ATTACH A PHOTOCOPY OF YOUR PHOTO ID OR PROVIDE TO RECEPTION STAFF DURING APPLICATION PROCESS IN PERSON AT LMYC

OFFICE USE ONLY

DRIVERS LICENSE: _____

OTHER ID: _____

D.O.B: ____ / ____ / ____

VERIFIED BY: _____

SIGNATURE: _____

RECEIPT NUMBER: _____

DATE: ____ / ____ / ____

AMOUNT PAID: \$ _____

MEMBERSHIP NUMBER: _____

Important Club Entry Rules

- All visitors and guests over the age of 18 must legally provide photo ID with proof of address. Failure to provide ID will result in the patron being asked to leave the premises. They may return with their ID to gain entry
Acceptable forms of ID:
Australian driver licence
International driver licence
Passport
Australian government issued ID card
Australian pension card
- All visitors must enter the club via the main front doors and sign in at reception, a member is not to lead a non-member through either side gate to gain access to the club
- Members of LMYC affiliated club Belmont 16's are able to sign themselves in however, their membership cannot be used to sign in other guests
- Strict dress code rules apply at LMYC
No singlets for men inside the club at any time
No hats for men inside the club
No thongs for men or women after 8:00pm
No gang colours
No offensive clothing
No dirty workwear
Uncovered swimwear is not acceptable inside
- LMYC practices responsible service of alcohol. If an individual or group of function guests are identified at being intoxicated, aggressive or violating the RSA code in any other way, LMYC staff reserve the right to refuse entry



TERMS & CONDITIONS

Booking Confirmation: A deposit of \$100 minimum and completed booking form is due 14 days from initial enquiry. Management of LMYC reserves the right to cancel the booking and allocate the space to another client without confirmation. Once confirmed, you will receive a confirmation letter from the functions manager outlining deadlines for final details and payments required.

Room Hire Payment: Remaining payment for room hire is due 30 days before event. If event is booked with less than 30 days the full room hire must be paid at time of booking.

Final Confirmation: Confirmation of final numbers, catering, beverage package, room set up and final payments are due **no later than 14 days before your function**. The function may be cancelled if no payments are made by the deadline outlined by the Functions Manager.

Membership & Guest Sign In: If any guests reside within the 5km radius of the Club the function holder **must** join LMYC as a member if not joined already. All function guests over the age of 18 **must provide photo ID**, without it they may be refused entry. Sailing membership discounts apply only for current financial sailing members or their immediate family whom actively sail with LMYC.

Children & Guests under 18: Guests under 18 are welcome and in accordance with the Registered Clubs Act and **must** be in the presence of a responsible adult at all times. Minors are **not** permitted in the bar or gaming area and must be supervised by the water.

Minimum Spend: A minimum spend of **\$4000** for food, beverages, and room hire applies for any function held in the Marquee on Saturday nights in October-March. If a Bar Tab will **not** be put on, a credit card will be charged to make up the difference and only refunded if guests spend that amount over the Marquee Bar. **Only purchases from the Marquee Bar are included.**

Food & Beverage: Functions over 20pax **MUST** order a minimum amount of function catering from Package. Clients are **NOT** permitted to supply their own catering or beverages, without written permission from Functions Manager. LMYC is a licensed venue and it is illegal to supply your own alcohol. It is the Client's responsibility to provide all dietary information at finalisation. LMYC & Crusoe's on the Lake accept no responsibility where unable to provide an alternate meal if advised of special dietary needs on the day of the function. **To bring in a self serve celebratory cake you must provide your own knife, plates and napkins.**

TV Hire: The TV is compatible with HDMI or USB sticks **ONLY**. The TV is **NOT** compatible with Microsoft Surface laptops or Apple direct products, e.g. iPad. LMYC provides a HDMI cord and HDMI to USB adaptor, but it is the Client's responsibility to supply laptop or USB stick. Failure to supply will **NOT** result in a refund on TV hire.

Fancy dress: The Club has dress-code rules and fancy dress parties may be approved with permission from the Functions Manager.

Decorations: All decorations must be approved by the Functions Manager. **NO SPRINKLES, SCATTERS, GLITTER, OR CONFETTI/CONFETTI BALLOONS ARE ALLOWED**. Helium balloons are **NOT** to be released, regardless of function. **Nothing** is to be attached to the walls in the Bayview or Bridgedeck. The function organiser must pack up their own decorations at the conclusion of the event.

Responsible Service of Alcohol: LMYC endeavours to provide its members and guests with superior customer service. It is important to LMYC that your function receives quality service that abides by liquor sale legislation. By law any person under the age of 18 may not consume or purchase an alcoholic beverage. LMYC staff have the right to refuse alcohol service to any patron that has been identified as being intoxicated, aggressive or argumentative.

No Smoking: Smoking is **not** permitted in the clubhouse or in any of the function areas. If you have guests in your function looking for an area to smoke please speak with the Bar Manager or Supervisor who will instruct you on the legal areas to smoke.

Surcharges: A surcharge applies for public holiday functions. Contact the Functions Manager for more information.

Price Guarantee: Function bookings made with 6 months or less notice are guaranteed the catering & bar package price per head and room hire price provided to them at the time of booking. All other pricing including catering outside of packages, beverage prices and decorations is subject to change. Functions booked more than 6 months in advance may be subject to increases in package pricing.

Permissions: LMYC may take photographs or record portions of your event to use for promotional purposes. If you do not agree with this, please let the Functions Manager know.

Wet Weather: Some events are planned for outdoors and in the event of rain the Functions Manager will organise to the best of their ability a contingency plan indoors. Room hire fees will **not** be refunded if rain occurs on the day.

Cancellation policy: Cancellations must be **notified in writing to the Functions Manager** and will incur the following fees:

Notice of cancellation in less than 30 DAYS—No refund on room hire as a result of costs incurred by the venue and loss of business

Notice of 14 days or less—You will be liable for 50% of the projected final function account

Notice of 7 days or less—You will be liable for 100% of the projected final function account

Entertainment Terms and Conditions: **NO** drums are allowed at Lake Macquarie Yacht Club (LMYC). All music/loud noise must cease at 11pm.

Booking entertainment is the responsibility of the client and LMYC will not be held responsible for payment or bad performance.

LMYC staff have the right to lower the volume or stop music if needed. Failure to comply may result in the event being cancelled.

Please note that LMYC Holds live entertainment Fridays 6:30-9:30 (during warmer months) and Sundays 1:30-5:00 on the deck or in the auditorium.

During these times, function clients in the Bayview area are **not** permitted to provide their own live acts.

I _____ of (company) _____

understand the Lake Macquarie Yacht Club Functions Terms & Conditions.

Signed _____ date _____



BOOKING FORM

The following information along with a deposit of \$100 minimum and signed Terms & Conditions must be provided to the LMYC Functions Manager **to secure your function**

EVENT NAME DETAILS	
EVENT/FUNCTION TYPE _____	GUESTS _____
PERSON(S) OF HONOUR _____	
EVENT DATE _____	START TIME _____ END TIME _____
FUNCTION ROOM _____	ROOM HIRE FEE _____
CONTACT INFORMATION	
ORGANISER NAME _____	
COMPANY (IF CORPORATE) _____	
POSITION (IF CORPORATE) _____	
ORGANISER PHONE _____	
EMAIL ADDRESS _____	
MEMBER NUMBER _____	MEMBER NAME _____
<i>The member details provided must be an organiser of the event present on the day.</i>	
ALTERNATIVE ORGANISER _____	
CONTACT NUMBER _____	
EMAIL ADDRESS _____	
HOME/BUSINESS ADDRESS _____	

PLEASE SELECT YOUR PREFERRED PAYMENT OPTION FOR DEPOSIT

\$100 minimum is accepted

PAYMENT OPTIONS AT RECEPTION

CASH, DEBIT CARD, CREDIT CARD OR CHEQUE

Please pay at Lake Macquarie Yacht Club Reception once you have been invoiced

We do **not** accept American express

There is an ATM adjacent to Reception

REMOTE PAYMENT OPTIONS

DIRECT DEPOSIT

Please use your Company name and date of function as a reference, or email a receipt or reference number to functions@lmyc.com.au to assist in tracking payments

BANK DETAILS

LAKE MACQUARIE YACHT CLUB
 BSB 062 801
 ACCOUNT 1036 5413

CREDIT CARD

Credit card remote payments are allowed with acceptable proof of identity

DEPOSIT PAID

\$ _____

VIA:

RECEPTION _____

DIRECT DEPOSIT _____

REMOTE BY CARD _____

DATE:

____ / ____ / ____

ONGOING FUNCTION INFORMATION

Please complete this form if several booking dates are required for the same type of function.

If several dates are required for different functions please complete separate booking forms.

EVENT NAME DETAILS			
EVENT/FUNCTION NAME _____		GUESTS _____	
EVENT DATE(S) _____	SET-UP TIME _____	START TIME _____	END TIME _____
EVENT DATE(S) _____	SET-UP TIME _____	START TIME _____	END TIME _____
EVENT DATE(S) _____	SET-UP TIME _____	START TIME _____	END TIME _____
EVENT DATE(S) _____	SET-UP TIME _____	START TIME _____	END TIME _____
EVENT DATE(S) _____	SET-UP TIME _____	START TIME _____	END TIME _____
EVENT DATE(S) _____	SET-UP TIME _____	START TIME _____	END TIME _____
EVENT DATE(S) _____	SET-UP TIME _____	START TIME _____	END TIME _____
EVENT DATE(S) _____	SET-UP TIME _____	START TIME _____	END TIME _____
EVENT DATE(S) _____	SET-UP TIME _____	START TIME _____	END TIME _____
EVENT DATE(S) _____	SET-UP TIME _____	START TIME _____	END TIME _____
EVENT DATE(S) _____	SET-UP TIME _____	START TIME _____	END TIME _____
FUNCTION ROOM _____		ROOM HIRE FEE _____	
FUNCTION STYLE _____			
CONTACT INFORMATION			
ORGANISER NAME _____			
COMPANY _____			
POSITION _____			
ORGANISER PHONE _____			
EMAIL ADDRESS _____			
MEMBER NUMBER _____		MEMBER NAME _____	
<i>The member details provided must be an organiser of the event present on the day.</i>			
ALTERNATIVE ORGANISER _____			
CONTACT NUMBER _____			
EMAIL ADDRESS _____			
BUSINESS ADDRESS _____			

<p>PLEASE SELECT YOUR PREFERRED PAYMENT OPTION FOR DEPOSIT</p> <p>\$100 minimum is accepted</p> <p>PAYMENT OPTIONS AT RECEPTION</p> <p>CASH, DEBIT CARD, CREDIT CARD OR CHEQUE</p> <p>Please pay at Lake Macquarie Yacht Club Reception once you have been invoiced</p> <p>We do not accept American express</p> <p>There is an ATM adjacent to Reception</p>	<p>REMOTE PAYMENT OPTIONS</p> <p>DIRECT DEPOSIT</p> <p><i>Please use your Company name and date of function as a reference, or email a receipt or reference number to functions@lmyc.com.au to assist in tracking payments</i></p> <p>BANK DETAILS</p> <p>LAKE MACQUARIE YACHT CLUB</p> <p>BSB 062 801</p> <p>ACCOUNT 1036 5413</p> <p>CREDIT CARD</p> <p>Credit card remote payments are allowed with acceptable proof of identity</p>	<p>DEPOSIT PAID</p> <p>\$ _____</p> <p>VIA:</p> <p>RECEPTION _____</p> <p>DIRECT DEPOSIT _____</p> <p>REMOTE BY CARD _____</p> <p>DATE:</p> <p>____ / ____ / ____</p>
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