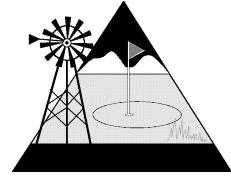




Royal Australian Engineers Golf Club  
 Steele Barracks  
 Moorebank Ave  
 Telephone: 02 9601-8783



**APPLICATION TO USE RAE GOLF CLUBHOUSE**

I, (name) \_\_\_\_\_ hereby request to use the RAE Golf Clubhouse

On (day/date) \_\_\_\_\_ commencing at (time) \_\_\_\_\_ and to be

Completed by (time) \_\_\_\_\_ for the following purpose: \_\_\_\_\_

Contact (ph) \_\_\_\_\_ Number of Guests expected: \_\_\_\_\_

**SPECIAL REQUIREMENTS**

All Functions except 21<sup>st</sup> Birthdays with 75 guests or less require 1 Bar staff **\$150**

All 21<sup>st</sup> Birthdays, and Functions with 75 guests or more require 2 Bar staff **\$300**

**21<sup>ST</sup> BIRTHDAYS**

**A list of all guests must be provided to the club a week prior to your function. The list will be given to the front gatehouse. Any name that is not on the list will not be able to attend the function. Names will not be able to be added on the night of the function.**

All applicants must organize their own catering & entertainment for the function. The club can provide you with contact details however will not be responsible for the bookings. When entering the club prior to the function, to set up the room please abide by the correct dress regulations set down by the club. A T- shirt and shoes must be worn. No thongs or singlets are permitted at anytime whilst visiting the club.

**FUNCTION COSTS:**

**THE COST TO HIRE THE CLUB FOR A PRIVATE FUNCTION IS **\$200.00.**  
 THIS INCLUDES YOUR \$100 DEPOSIT & \$100 HIRE FEE.**

All persons hiring the club are also responsible for the overall cleanliness at the completion of the function. All bins are to be emptied and all major rubbish to be picked up off the floor. If need be the floor may have to be vacuumed. The club will provide you with a vacuum. You may arrange the tables and chairs as you wish however they must all be returned to their original position at the end of the function. Please take note that it will be up to the discretion of club staff to inform you if the club is not adequately cleaned, and you will lose your deposit if this is the case. If everything is fine and no damage takes place your deposit will be returned.

I agree to abide by the conditions laid down by the RAEGC committee regarding clubhouse use as outlined overleaf. If not I will not have my deposit returned.

(Signature) \_\_\_\_\_ (date) \_\_\_\_\_

**ADMINISTRATION USE:**

The club is available, and required monies for the function have been paid: YES / NO

Names of staff working at the function: \_\_\_\_\_

RECEIPT NUMBER: \_\_\_\_\_

Deposit Returned: YES/NO