

OBT FUNCTIONS

Since 1917

ME
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Terms & Conditions

- A \$100 deposit is required to hold the date for a function and will also be your bond for the function. If no damages occur and terms and conditions are followed then you will get the \$100 back either at the end of the function or you can come in the next day.
- \$100 Deposit will be refunded if function is cancelled with 2 weeks' notice before the function date
- \$250 room hire for The Lookout for corporate events/seminars/workshop if no catering or bar staff is required
- All functions must be paid for in full minimum 2 week prior to the function.
- Responsible service of alcohol guidelines will be strictly enforced by management and staff.
- One cake or dessert item is allowed to be brought in by customers as well as chips, nuts and lollies for private functions.
- All minors must be off the premises by 10pm
- Management reserve the right to shut down a function at anytime
- Management reserve the right to put in place any limitations for the customers when necessary during a function.
- Final numbers and catering is to be confirmed no later than 2 weeks before a function. Changes or updates are allowed to be made to catering and numbers minimum 1 week before function.
- Our kitchen staff will do their best to cater to any special dietary requirements, but being a commercial kitchen this cannot be guaranteed
- Function areas close at 12am unless other arrangements are made with management
- White table cloths and napkins are available for all functions if required.
- Security staff will be organised to attend all 18th, 21st and 30th birthday parties at the expense of the customers, unless approved by the hotel manager.
- All 18th, 21st and 30th birthday parties will require license or other ID to be Photocopied before the commencement of the function
- All customers are required to sign terms and conditions prior to the function

By signing these terms and conditions you acknowledge and agree to all of the above

Manager Name & Date

Customer Name & Date

Manager Signature

Customer Signature