

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 30 persons
- Workshop (separate tables of 6) up to 24 persons
- Private dining up to 30 persons
- Cocktail function (cocktail tables only) 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 auditorium & general public.

LAKESIDE PAVILION

The Lakeside Pavilion 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 Lakeside Pavilion is an enclosed space with air-conditioning & with AV equipment (TV, PA System) available for additional hire.

USES

- Theatre style meetings up to 120 persons
- Seated meetings (round tables) up to 110 persons
- Workshop (round tables of 8-10) up to 110 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

E: functions@lmyc.com.au | Ph: 4945 0022

VENUE HIRE & TIMINGS

BRIDGEDECK

30 Seated
40 Theatre

STANDARD CHARGE

MON-THURS \$115
FRI DAY \$120
FRI EVENING \$165
PUBLIC HOLIDAY \$225

SAILING MEMBERS

MON-THURS \$80
FRI DAY \$75
FRI EVENING \$110
PUBLIC HOLIDAY \$150

BAYVIEW

70 Cocktail Only

STANDARD CHARGE

MON-THURS \$120
FRI DAY \$205
FRI EVENING \$270
PUBLIC HOLIDAY \$350

SAILING MEMBERS

MON-THURS \$80
FRI DAY \$140
FRI EVENING \$140
PUBLIC HOLIDAY \$200

LAKESIDE PAVILION

110 Seated
150 Cocktail

STANDARD CHARGE

MON-THURS \$155
FRI DAY \$405
FRI EVENING \$600
PUBLIC HOLIDAY \$780

SAILING MEMBERS

MON-THURS \$95
FRI DAY \$205
FRI EVENING \$340
PUBLIC HOLIDAY \$400

TIMINGS

BRIDGEDECK

BAYVIEW

LAKESIDE PAVILION

DAY

DAY

DAY

Monday-Friday

9AM-5PM

9AM-5PM

9AM-5PM

EVENING

EVENING

EVENING

Monday-Thursday

5-9PM

5-9PM

6-9PM

Friday

6-11PM

6-11PM

6-11PM

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 is 11pm.

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

PLATTERS

HOT SELECTIONS

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

GLUTEN FREE PLATTER – \$138

(60pc per platter)
Marinated Lamb Skewers
Roasted Pumpkin Arancini (V)
Lemon Dusted Squid
Orange Soy Pork Belly Bites

COCKTAIL PLATTER – \$138

(60pc per platter)
Surf Skewers
Spinach & Ricotta Parcels (V)
Prawn & Chive Gyoza
Crispy Maple BBQ Chicken Wings

SLIDER PLATTERS – \$145

(20pc per platter)
ONE selection per platter:
Classic Cheeseburger
Japanese Chicken Bao

LITTLE CRUSOE'S PLATTER – \$16.50pp

Select ONE of the following. All served with chips & sauce.

- Nuggets
- Mini Hot Dogs
- Beef Pie

COLD SELECTIONS

ANTIPASTO GRAZING BOARDS

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

SMALL – \$165 (10–15pax est.)*

LARGE – \$440 (45–55pax est.)*

**Please be advised that these numbers are not based on a per person serving portion. They are an estimated serving portion for this total of guests.*

MORNING TEA BOARD – \$78

Housemade Scones with jam, cream and butter, Muffins, Slices, Banana Bread & Assorted Fruit

SANDWICH PLATTERS – \$35

Select **ONE** type per platter
GF Sandwiches available at additional cost.

- 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 & Lettuce

SCONE'S – \$3.85pp

Selection of Scones with House Jam, Honey & Chantilly Cream

FRUIT – \$3.85pp

Chef's Selection of Seasonal Fruit

Please note that Platters **cannot** be altered.
Platters are **not** circulated to guests like Canapes.

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.

CANAPÉS

SELECT 4 \$40PP | SELECT 5 \$48PP | SELECT 6 \$55PP

SLIDER

Angus Beef, Caramelized Onion,
American Mustard & Ketchup

CRISPY CHICKEN BAO

Crispy Spiced Chicken, Asian Soy
Vegetable & Mayo Sauce

SURF SKEWERS

Caramelised Chorizo & Poached Prawn

CAPRESE TASTER (V)

Beetroot Dip, Cracker, Bocconcini
& Fresh Basil

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

DUSTED SQUID

House Dusted Squid w/ Lime &
Garlic Aioli

CALIFORINA CRAB ROLL

Crab, Chorizo, Hollandaise & Dill

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

CRISPY BARRAMUNDI ROLLS

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

RICOTTA & SPINACH FILOS (V)

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

COCKTAIL PIE

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

SALMON & AVOCADO TARTLET

w/ Wakame & Cucumber

MINIMUM 30 PERSONS CHARGE

CANAPÉS ARE CIRCULATED TO YOUR GUESTS

Please note that select Canapés can be altered to accommodate dietary requirements.
However, we require advance notice to accommodate these requirements.

BUFFET

ROAST BUFFET – \$34PP

Please choose 2 Proteins, 2 Sides & 1 Condiment
Additional Sides & Condiments are \$3pp

PROTEINS

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

HOT SIDES

Potato Gratin
Trio Vegetable Bake
Roasted Vegetable Medley
Herb Roasted Baby Chat
Potatoes 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

BBQ BUFFET – \$25PP

Please choose 2 Proteins, 1 Side & 1 Condiment
Additional Sides & Condiments \$3pp. To order additional
Proteins, speak to Functions Coordinator

PROTEINS

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

MINIMUM 30 PERSONS CHARGE

Final numbers for catering & dietary requirements **must** be finalised two weeks prior to your function.

Any changes or additions after finalisation cannot be guaranteed.

Select Buffet options can be altered to accommodate dietary requirements.

PLEASE NOTE: We are unable to cater to any special dietaries on the day of the event.

ALTERNATE SERVE

ENTRÉE/MAIN \$67PP | 3 COURSE \$79PP | MAIN/DESSERT \$60PP
If you require a dinner roll for each guest, there is a cost of \$1pp.

ENTRÉES

BBQ KING PRAWN (GFA)

Grilled SA King Prawns, Citrus & Cucumber Salad, Herb Mango Dressing

SCALLOP THERMIDOR (GFA)

Hokkaido Scallops, Whittled Spinach, Mustard Voloute, Herb Gremoulata

MUSHROOM TRUFFLE

ARANCINI (V) (GFA)

House Creamy Wild Mushroom & White Truffle Arancini, Bernaise Sauce

PORK BELLY (GFA)

Braised Pork Belly, Carrot Ginger Puree, Pickled Vegetable, Korean Ssamjang Glaze

RATTLE SNAKE BEEF SKEWERS (GFA) (mild)

Grilled Rattle Snake Beef Skewers, Chimmichurri, Baby Rocket & Pear Salad

DESSERTS

BLACK FOREST ETON MESS

Soft Meringue, Chocolate Ganache, Trio Berry Compote, Amerena Gelato, Almond

TIRAMISU

Layered Tiramisu w/ Espresso Coffee, Chocolate, Mascarpone Creme Fresh Strawberries & Hazelnut

CITRUS & PASSIONFRUIT CHEESECAKE (GF)

Shortbread, Citrus Cheesecake, Passionfruit & Mango Compote, White Chocolate

STICKY DATE (GF)

Classic Date & Orange Pudding, Salted Butterscotch, Date Crumble Gelato

MAINS

CORAL TROUT (GFA)

Spiced Mango Puree, Lemon Herb & Prawn Risotto, Fresh Citrus

RIVERINA MS2+ NEW YORK STRIP (GFA)

New York Strip, Potato Fondant, Garden Bean, Vine Truss Tomato, Shiraz & Green Peppercorn Jus

CHICKEN MIGNON (GFA)

Bacon Rolled Chicken Mignon, Herb Creme Fraiche Mash de Paris, Glazed Carrot, Garden Bean, French Apricot Sauce

SALMON (GFA)

Seeded Mustard Mash, Pine Nut & Baby Spinach Wilt, El Orange Reduction

LAMB (GFA)

Roasted Wedge Pumpkin, Fondant Potato, Caramelised Brussels, Port Wine Rosemary Demi

SEASONAL VEGETABLE DISH

CAKE SERVING

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

\$2.50pp

MINIMUM 30 PERSONS CHARGE

Final numbers for catering & dietary requirements must be finalised two weeks prior to your function. Any changes or additions after finalisation cannot be guaranteed.

Select Entrée/Main/Dessert options can be altered to accommodate dietary requirements.

PLEASE NOTE: We are unable to cater to any special dietaries on the day of the event.

LMYC BAR

OPTION 1. 4 HOUR STANDARD BEVERAGE PACKAGE \$58pp

MINIMUM 30 PERSONS CHARGE

BEERS

VB, Carlton Black, Carlton Dry, Carlton Zero, Great Northern, Tooheys New, Captain Sensible, Somersby Apple Cider

WINES

Woodbrook Farm Sparkling
Woodbrook Farm Sauvignon Blanc
Woodbrook Farm Chardonnay
Woodbrook Farm 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 \$68pp

MINIMUM 30 PERSONS CHARGE

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
Bimbadgen Verdelho
Wild Oats Sauvignon Blanc
Wild Oats Chardonnay
Little Yering Rose
Wild Oats Cabernet Merlot
Robert Oatley Signature Shiraz

ALL SOFT DRINK & JUICES

*Speak to our Functions Team regarding bottled beer options.

OPTION 3. PAID ON CONSUMPTION OPEN BAR TAB

Includes all beverages available from 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 Team 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, or advise custom selections from LMYC Bar.

NOTE: If the Tab inclusions need to be changed or tailored, please arrange in advance with our Functions Team.

Step 2. Set a start & 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's Beverage Packages **cannot** be altered.

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.

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 | **Napkins** – \$2.00 each

White Stretch Chair Covers – \$3.00 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.

Please read Entertainment Guidelines in the Terms & Conditions.

LMYC HIRE

- Bluetooth Speaker – \$80
- PA System (Speaker, AUX & Microphone) – \$90
- Projector (Bridgedeck ONLY) – \$20
- TV (Pavilion or Bayview) – \$80

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 15pax charge).

Alternatively, you can run a 'Tab' with Crusoe's Cafe.

NOTE: This tab must be organised & paid directly with Crusoe's Cafe, **not** LMYC.



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

02 4945 0022

functions@lmyc.com.au





TERMS & CONDITIONS

Booking Confirmation: A deposit of \$100 minimum & completed booking form is due 14 days from initial enquiry. Management of LMYC reserves the right to cancel the booking & allocate the space to another client without confirmation. Once confirmed, you will receive a confirmation from the Functions Staff.

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, room set up & 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 Staff.

Membership & Guest Sign In: LMYC requires all function organisers to have a current Membership. 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 & in accordance with the Registered Clubs Act & MUST be in the presence of a responsible adult at all times. Minors are NOT permitted in the bar or gaming area & must be supervised by the water.

Minimum Spend: A minimum spend of \$4000 for room hire, catering, beverages & any additional extras applies for any function held in the Lakeside Pavilion on Saturdays nights in October—March. **NOTE:** This minimum spend is NOT applicable to the Bayview or Bridgedeck. If function costs do not meet the minimum spend, a credit card will be charged to make up the difference.

Food & Beverage: ALL functions MUST meet the minimum required catering from Functions Package. Clients are NOT permitted to supply their own catering or beverages, without written permission from Functions Staff. If LMYC Functions Staff have advised that you have not ordered sufficient catering for your confirmed guests & you do not amend your order based on Functions Staff recommendations, you are in breach of our Terms & Conditions & we reserve the right to place restrictions on your function. LMYC is a licensed venue & it is illegal to supply your own alcohol. It is the Clients 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 in the Lakeside Pavilion is ONLY compatible with HDMI to laptop. The TV is NOT compatible with Microsoft Surface laptops or Apple direct products, e.g. iPad or MacBooks. LMYC provides a HDMI cord, but it is the Client's responsibility to supply laptop. Failure to supply will NOT result in a refund on TV hire.

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

Decorations: All decorations must be approved by the Functions Staff. 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 Bayview or Bridgedeck. The function organiser must pack up their own decorations at the conclusion of the event. ALL External Decorators MUST complete an External Contractor Agreement Form prior to function.

Responsible Service of Alcohol: LMYC endeavours to provide its Members & 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 Bar 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 Staff for more information.

Price Guarantee: Function bookings made with 6 months or less notice are guaranteed the catering & bar package price per head & room hire price provided to them at the time of booking. All other pricing including catering outside of packages, beverage prices & 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 Staff know.

Access: Function rooms are available for decorating 1 hour before function start time unless otherwise confirmed in writing with the Functions Staff.

Wet Weather: Some events are planned for outdoors & in the event of rain the Functions Staff 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 & 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 & LMYC will NOT be held responsible for payment or bad performance.

LMYC staff (Functions or Bar) and Crusoe's on the Lake wait 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 6:30-9:30pm & Sundays 12-4:30pm 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) _____



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 _____

FUNCTION ROOM _____ ROOM HIRE FEE _____

FUNCTION STYLE _____

CONTACT INFORMATION

ORGANISER NAME _____

COMPANY _____

POSITION _____

ORGANISER PHONE _____

EMAIL ADDRESS _____

MEMBER NUMBER _____ MEMBER NAME _____

The member details provided must be an organiser of the event present on the day.

ALTERNATIVE ORGANISER _____

CONTACT NUMBER _____

EMAIL ADDRESS _____

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:

____ / ____ / ____