

The Bulgarian Educational and Friendly Society

Conditions of Hire – BEFS Members Room and Members Bar Area

Summary points of conditions.

- **Room hire fee \$80 per hire. Booking only confirmed upon receipt of room hire and bond (\$200).**
- **Hire time is for 24hours – 12pm on day of hire to 12pm the day after.**
- **Additional hire charges if requested –**
 - **LCD Projector usage - \$20 per hire.**
 - **Cutlery - \$20 per hire**
- **Room key to be returned and room inspection to be at a mutually agreed time with the Authorised Person or delegated BEFS Committee representative.**
- **Room to be left clean and tidy and as found. Tables and chairs to be wiped and stacked neatly and not to obstruct fire equipment, exits or the letter box.**
- **Decorations are only to be hung using blu-tack or other methods as to not damage painted and other surfaces**
- **Room capacity per Liquor Licence is 100 persons.**
- **All rubbish removal is the responsibility of the hirer.**
- **Alarm for building to be disarmed and armed on entry and exit – code to be provided.** (To arm enter 4-digit code; to disarm wait for green ready light and enter 4-digit code.)

Signed: _____

Date: _____