



# Edenderry Golf Club Function Policy

## July 2019

### PLEASE READ OUR POLICY PRIOR TO CONFIRMING YOU FUNCTION

For all Functions, the person who has booked the party must be in attendance for the duration of the function. They will be responsible for ensuring that all conditions are met.

#### Licence

The premises must be vacated by one hour after the bar is closed as dictated by the Clubs Licence. The bar will close at 12.30am on Friday/Saturday nights. A late license may be applied for, but this will be the responsibility and at the cost of the person booking the function.

#### Function Bookings

For 18th and 21st birthday parties, guests between the ages of 18 and 25 will be required to have proof of age.

Fully certified Security must be provided for, at the cost of the person booking for **ALL** 18<sup>th</sup> birthday parties. No exceptions allowed.

Children under the age of 18 will be able to attend functions for the duration if they are supervised at all times by an appropriate adult.

Maximum number of Guest in all instances must NOT exceed 300.

#### Room Hire/Refundable Deposit

A charge of €100.00 is made for the hire of the function room and must be paid in advance at the time of booking to confirm your function. This is refundable provided no damage or mess requiring extra cleaning has taken place.

In the event of a cancellation Edenderry Golf club retain the right to retrieve the full deposit.

In severe cases damages, liability for damages to the premises/golf grounds will be charged accordingly.

#### Clubhouse Policy

Please note that any liquor purchased outside the venue **must not** be brought into the premises. If persons are found with said liquor, they will be asked to leave.

Any items left on the premises at the end of a function will be disposed of e.g. Banners, Balloons unless agreed with staff at Edenderry Golf club prior to the function.

If you have any issues on the night of the function, please contact a member of staff.

#### Behaviour

All members and guests are requested to use the facilities of the Clubhouse with due consideration to all other members and guests, no person shall use foul or obscene language or behave in such a way as to cause annoyance or distress to another person.

Edenderry Golf club staff will issue a single warning for unruly conduct prior to asking guests to leave the premises.

#### Health and Safety

Persons attending the function must adhere to all health and safety and Fire policies and procedures of Edenderry Golf Club.

**THE FUNCTION ROOM IS ALLOCATED ON A FIRST COME FIRST SERVED BASIS. OFFICIAL CLUB FUNCTIONS AND MATCHES TAKE PRIORITY AT ALL TIMES.**