

KNOX CLUB

SOCIAL FUNCTION BOOKING FORM APPLICATION

(PLEASE PRINT)

Contact Name: _____ Member No _____

Occasion: _____ Nos: _____

Contact Number: _____ Other: _____

Contact Email: _____ Fax: _____

Address: _____

Date Required: _____

Times Required: Start: _____ Finish: _____

Menu Selection: _____ Cost per person: _____

Room Hire: _____ * Full Members: \$250 Non Members \$300.00

**(Full Members must be a Knox Club member for 12 months or longer to receive function discounts)*

Sunday functions incur a 5% surcharge on food & room hire. Public holidays incur a 15% surcharge on food & drinks

Security: \$170.00 per guard for duration of function.

OPTIONAL EXTRAS

Entertainment & Decoration Requirements: PLEASE CIRCLE

DJ: \$500.00	BALLOONS & SCATTERS: \$170.00	CAKE	CAKEAGE FEE
	100 plain/metallic balloons	Cost to be advised	Individually bagged: \$1.20 per slice Individually served with garnish: \$2.50 per slice

*The Knox Club can assist with alternative Entertainment & Decorations at an additional cost.
Please discuss your requirements with our Functions Manager.*

Bookings are considered tentative until receipt of deposit and signed Booking Form is returned.
Final numbers **14 DAYS** prior and Final Payment (excluding bar tab) must be confirmed and PAID for **7 DAYS** prior to your function date.

These numbers will be considered as your minimum guarantee and are **NOT** subject to change.
Requests for increasing numbers within a 72 hour period are subject to Knox Club approval and may result in additional charges.

I acknowledge and accept having read the terms and conditions and understand the information, and have retained a copy for my information. I further comply with all aspects of such conditions on acceptance of this application form.

SIGNED: _____ DATE: _____

A deposit is required to secure your function booking, to accompany this form

OFFICE USE ONLY

Deposit Paid: Full Members \$250 / Non Members \$300 Date Paid: ____/____/____

Rec No: _____ Taken By _____ Cash Cheque Visa M/Card Eftpos